

<p>MINUTES TAHOE DONNER ASSOCIATION BOARD OF DIRECTORS REGULAR MEETING March 23, 2013 9:00 a.m.</p>	<p>BOARD APPROVED</p> <p>ACTION ON <u>April 27, 2013</u> VERIFIED <u>[Signature]</u> E.A. - TDA ASSOC.</p>
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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, March 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
Steve Miller, Treasurer

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

ANNOUNCEMENTS

Director Johns announced the resignation of Director Jay Lempinen effective March 8, 2013. He noted that, per the Association’s Governing Documents, the Board will appoint a new Board member to fill this vacancy. All homeowners in good standing are eligible to apply and interested property owners should email Executive Assistant Bonnie Watkins at bwatkins@tahoedoner.com or call (530) 587-9431 to receive a Board Questionnaire to be submitted with a statement of interest in fulfilling the remaining 15 months of this position. Director Johns said applications must be received no later than noon on Wednesday, April 3rd.

A. ACTION: APPROVAL OF MINUTES

The Board received the preliminary minutes of the February 23, 2013 regular and March 4, 2013 special meetings for consideration.

Director Stang made a motion and Director Miller seconded to approve the February 23, 2013 regular meeting minutes as presented. Motion passed 4-0

Director Miller made a motion and Director Stang seconded to approve the March 4, 2013 special meeting minutes as presented. Motion passed 4-0

B. COMMITTEE MANAGEMENT

Architectural Standards – The Board was provided with the committee’s March 6, 2013 meeting minutes for review.

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

Election – The Board was provided with the committee’s March 15, 2013 meeting report for review. Committee member John Dundas reported that the committee has been utilizing the Tahoe Donner News and Instant News emails in order to inform Membership regarding the Director Election and the two positions available on the Board. He noted that Candidate’s Packages will be available at Member Services on April 1st and will be due by May 1st.

Finance – The Board was provided with a copy of the committee’s March 14, 2013 report for review. Committee member Scott Render reviewed the following highlights from the report:

- Bobbie Hales of Gilbert & Associates provided the committee with a review of the audited financial statements for the Association.
- Director of Finance & Accounting Mike Salmon and Director of Golf Ed Leinenkugel presented their recommendations for the 2013 golf rates.
- The committee discussed the Replacement Reserve and Operating Fund policies. Finance Committee members were asked to review the policies and forward any suggested edits to the documents for consideration. The final drafts of the policies will be presented at the committee’s April meeting for approval and final versions will be provided to the Board at the April 27th Board meeting for consideration.

General Plan (GPC) – The Board was provided with a copy of the committee’s March 4, 2013 report for review. Chair Dick Gander reported that the GPC subgroups are currently engaged in reviewing priorities for the years 2016 to 2020 in the General Plan, which includes Trout Creek, Downhill Ski Area, Equestrian Center, and Trails and Open Space.

The latest Capital Projects Projection was distributed and discussed at the meeting and the committee was provided with a presentation from Director of Capital Projects Forrest Huisman on the most recent site and floor plan for the new Cross Country Center.

C. ACTION: CONSENT CALENDAR

The Board was provided with the following items for consideration:

- **Golf Rates**
- **Downhill Ski Area Uniforms**
- **Golf Cart Lease**
- **ASC/Covenants Committee Fines Resolution**
- **Trails Master Plan**
- **Stand-Alone Board of Director Election Rules 45-day Member Comment**
- **Approval of 2013 Election Rules**
- **Appointment of Inspector of Election & Accountancy Firm**
- **Covenants Committee Resignation (Thomas)**
- **Mutual of Omaha Signature Card & Agreement**

Following discussion, Director Miller made a motion and Director Stang seconded to approve the Consent Calendar as presented. Motion passed 4-0

**D. ACTION: PRESENTATION & CONSIDERATION AUDITORS REPORT
– FISCAL YEAR 2012**

Bobbie Hales of Gilbert Associates, Inc. provided the Board with a report on their “Independent Auditor’s Report” regarding the statement of financial position of Tahoe Donner Association as of December 31, 2012. A copy of the “Independent Auditor’s Report” is attached to these minutes as exhibit “A”. Highlights of Ms. Hales report are as follows:

- As a part of the audit process this year, the auditors met with the Finance Committee and presented the results of the financial audit in detail.
- Management and Staff were prepared, available and cooperative, which was beneficial in performing the audit.
- It was noted that the year-end close was solid and that their field work was efficient, due to the fact that Tahoe Donner’s books are in order.
- It was not necessary to issue a management letter citing control deficiencies.

Following the presentation Director Wulff made a motion and Director Stang seconded to accept the 2012 audit as presented. Motion passed 4-0

E. NEW CROSS COUNTRY SKI CENTER

This item was moved forward on the agenda.

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 February 2013 financial reports, a complete set of which are attached to these minutes as Exhibit "B".

Following discussion, Director Wulff made a motion and Director Miller seconded to approve the unaudited preliminary February 2013 financial reports as presented. Motion passed 4-0

BREAK
(9:40 a.m.)

The regular meeting reconvened at 9:50 a.m.

E. NEW CROSS COUNTRY SKI CENTER

Director Johns explained that the Board held two "Townhall Meetings" for the purpose of soliciting member input and ideas regarding the proposed new Cross Country Center. The comments from those meetings have been compiled and reviewed by the all Board members. He indicated that today the Board will consider the next step in the approval process. Prior to that however, the Board will receive any additional member comments on the proposed Cross Country Center site and schematic floor plans for the new facility.

The Board then fielded a number of member questions and comments regarding the Cross Country Center Plan.

Following discussion, Director Johns made a motion and Director Miller seconded to approve forwarding all property owner feedback received thus far regarding the Cross Country Center Site Plan to the Dale Cox Architects with instructions to amend the plans where appropriate. The Board also approved hiring a General Contractor to work with Dale Cox Architects to continue the detailed design process for the building and the development of construction cost estimates.

GENERAL MANAGER'S REPORT

General Manager Robb Etnyre reported the following:

- **Forestry Facility Renovation** – This project is nearly completed. A ribbon cutting ceremony is planned for April 18th at 5:30 p.m.

- **Beach Club Marina Project** – The Town of Truckee has opened a public comment period prior to the April 16th Planning Commission Hearing on this proposed project.
- **Way Finding Signage** – A number of signs were not installed last year and will be installed this spring and summer.
- **Maintenance Department** – Mike May has been appointed as the new Maintenance Manager.
- **Cell Tower** –The Cell Tower construction company is starting the permit process with the Town of Truckee, with the cell tower planned to be operational by August 2013.
- **Radar Speed Signs** - The Town is planning to install 3 radar speed signs in Tahoe Donner, which will be similar to those installed near Truckee High School. They will be placed on Alder Creek Road by the Campground, Schussing, and on Northwoods Boulevard coming up the hill into the community.
- **Human Resources** – Currently the Association has 61 full-time, 58 active part-time, and 302 seasonal employees. Management is continuing to review options with regard to the implementation of the “Affordable Health Care Act” taking effect in 2014. Currently, the Association only offers healthcare benefits to full-time regular employees. The financial impacts of the act on Tahoe Donner will be significant and Management is looking into options for Board consideration.
- **SuperTour** – In conjunction with Far West Nordic Ski Association, Staff has been planning for the this unique event, which is being highly publicized utilizing various Association and media outlets. However, the lack of snow has created challenging conditions which potentially impact the race. Options are now being considered regarding alternative race venues that have more snow. The three venues for the SuperTour are Auburn Ski Club, Sugar Bowl and Tahoe Donner. Along with the Super Tour, numerous Cross Country Center sponsored events will be taking place prior to the SuperTour; details about both may be found on the Association’s Web site.
- **Trail 13** – The Association is currently in discussions with the Town regarding Trail 13, a Class 1 recreational trail that would connect Bridge Street in Downtown Truckee to Tahoe Donner. At our request, the Town contracted and conducted an environmental study for this trail, which was funded with TSSA-1 funds. The next step would be to consider the full funding of this project, and where the funds would come from. Allowable uses of TSSA-1 funds must be established by the Town each year in advance of the special assessment being collected. The TSSA-1 Special Assessment is due to be discussed at the April Town Council meeting, at which time a public hearing will be held to establish the amount and intended uses of the proposed property assessment.
- **Aquatic Invasive Species Ordinance** – Due to the threat of invasive species being introduced into the waters of Donner Lake, the Town of Truckee has implemented a mandatory inspection program for water bodies within the Truckee

Town limits. Tahoe Donner personnel at the Beach Club Marina will now require that watercraft display a proper inspection certification sticker obtained from the Town in order to launch at our boat ramp. Tahoe Donner employees will not inspect water craft; they will only check to make sure they have the proper stickers. Inspections will be done by trained personnel at designated locations and any enforcement for violations of the ordinance would be done by the Town of Truckee.

- **Truckee Donner Public Utility District** – This summer several sections of water supply lines are planned for replacement within the Tahoe Donner subdivision. Homeowners will be kept apprised of the project schedule and associated traffic impacts.
- **Truckee Tahoe Airport District (TTAD)** – The master plan for the TTAD is being updated and that Board is currently in the process of obtaining input from as many community members as possible in the Tahoe Truckee region. TTAD will be holding a series of community outreach meetings during April, including one at the Northwoods Clubhouse on April 16th from 6:00 to 8:00 p.m.

ADJOURNMENT

The Board adjourned to Executive Session at 10:30 a.m. and did not reconvene to open session.

Submitted by:



Bonnie Watkins, Recording Secretary

SECRETARY'S CERTIFICATE

I, Dick Gander, Vice President 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 March 23, 2013, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.



Ron Wulff, Secretary