

BOARD APPROVED

ACTION ON Oct 26, 2013
VERIFIED [Signature]

MINUTES
TAHOE DONNER ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING E.A. - TDA ASSOC.
September 28, 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, September 28, 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:

President Tom Johns
Jim Stang, Vice President
Treasurer, Steve Miller
Courtney Murrell, Director

Directors absent: Dick Gander, Secretary

Staff present:

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

A. ACTION: APPROVAL OF MINUTES

The Board received the preliminary meeting minutes of the following for consideration:

- August 24, 2013 Regular Meeting Minutes

Director Stang made a motion and Director Murrell seconded to approve August 24, 2013 regular meeting minutes as presented. Motion passed 4-0 (Director Gander Absent)

TAHOE DONNER SIGNAGE

The Board discussed adding additional descriptive text (Where Traditions Begin) to the Tahoe Donner monument sign coming up Northwoods and entering Tahoe Donner. Following discussion, the Board took no action on this item.

GENERAL STATE

1. The Government of India

2. The Government of the State

3. The Government of the Union

B. TSSA-1 FUNDS/TROUT CREEK TRAIL

Director Johns pointed out that the main purpose of the TSSA-1 Funds are to provide for slurry sealing Tahoe Donner streets on a three year interval, as opposed to the five year interval that is applied to local roads in other portions of the Town and to establish a reserve fund to allow future pavement overlays to occur more frequently in Tahoe Donner than on other Town roads. He explained that the Town has requested use of TSSA-1 Funds for the proposed Trout Creek Trail project that will connect Northwoods Boulevard just above Coyote Moon Golf Course to Bridge Street in Downtown Truckee. He said the use of these funds has been expanded in recent years to include projects that benefit the TSSA-1 service area. Director Johns noted that the Board approved use of TSSA-1 Funds to conduct an environmental study for the Trout Creek Trail as well as to construct the first phase of the trail. The total anticipated project funding for this trail currently stands at \$4,322,950. The Town has proposed using Town funding in the amount of \$700,000 for the project, with the balance being funded by TSSA-1 Funds.

This is a lot of money to take out of the funds, he continued, but the Town has assured us and he feels comfortable that there is more than enough money to fund the trail while still maintaining our enhanced level of road service. The Town isn't requesting that the Board vote on the amount of funds, as the full amount won't be known until plans are finalized; the Town wants to know if Tahoe Donner supports use of the TSSA-1 Funds for this project.

Director Johns then solicited input from the Board and members present on this item.

A lengthy discussion ensued regarding the pros and cons of using TSSA-1 Funds to pay for the Trout Creek Trail, with a number of members expressing support for the trail project. Further discussion took place regarding the benefits that completing this trail would have for the Tahoe Donner membership, especially with regard to providing safe egress into Downtown Truckee.

Director Miller stated that, as a member of the Trails Sub-Committee, throughout this process, he feels that the Town has negotiated with Tahoe Donner in good faith all along the way. He noted that when the Board expressed concern that the Town was not contributing funds toward the project, the Town identified \$450,000 of funding to go toward the project.

Following further discussion, with each Director weighing in on their thoughts and opinions, Director Johns made a motion and Director Miller seconded to approve recommending that the Town Council approve the use of TSSA-1 Funds by the Town of Truckee for the full construction of the Trout Creek Trail. Motion passed 4-0 (Director Gander Absent)



C. COMMITTEE MANAGEMENT

Architectural Standards – The Board was provided with the August 14, and August 28, 2013 minutes for review.

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

Election – No report.

Finance – The Board was provided with a copy of the committee’s September 12, 2013 report for review.

General Plan (GPC) – The Board was provided with a copy of the committee’s September 9, 2013 report for review. Co-Chair John Stubbs provided the following highlights from the report:

- The 2012 GPC Program draft, previously submitted by Dick Gander, has undergone a series of discussions and revisions by the GPC to prepare a 2014 General Plan Committee Program that updates the work and role of the GPC going forward, particularly in reviewing and refining the Capital Project plans of the 2030 General Plan for the next five years and beyond.
- The GPC agreed by consensus that the current 2014 General Plan Committee Program draft be accepted and submitted to the Tahoe Donner Board for approval.
- The Downhill Ski Lodge Sub Group prepared and presented an excellent analytical report on this operation. The GPC congratulates the group and staff for a report that sets a high standard for other amenities. The GPC approved by consensus that the report be submitted as a recommendation for consideration by the Board of Directors.
- The Trout Creek Expansion Sub Group reported that the group is still working on a report anticipated to be presented at the October 7th GPC meeting.

D. CONSENT CALENDAR

The Board was provided with the following items for consideration:

- **Credit Card Purchasing Program**
Change of current credit card program.
- **Snowmobile Purchase**
Acceleration of Reserve Replacement
- **2014 Rates and Fees**
Rates and fees for the Downhill, Cross Country & Snowplay operations.



- **Property Casualty Insurance Renewal**
The Board will consider this year's policy.

Following discussion, Director Miller made a motion and Director Murrell seconded to approve the Consent Calendar as presented. Motion passed 4-0 (Director Gander Absent)

E. DISCUSSION: EQUESTRIAN TEMPORARY OPERATIONS

General Manager Robb Etnyre explained that, at the August 24th Board meeting Staff provided the Board with several options regarding temporary operations for the Bikeworks, Equestrian and Trailhead Access in 2014, as these operations will be displaced during the construction of the new Nordic Center. From this initial presentation on possible options for these operations, he continued, the Board provided further direction to management on alternatives to focus on, which Staff is presenting today.

Mr. Etnyre turned the meeting over to Director of Operations, Miguel Sloane, to review possible operating options for 2014.

Mr. Sloane pointed out that the Board has been provided with an "Information Paper" detailing additional options for all three operations including associated costs. At the August 24th Board meeting, he continued, the Board indicated that they would like Staff to focus on two options for the Equestrian operation: Alder Creek Moondance Hut location with boarding nearby and possible fire road access to the current Equestrian location. Mr. Sloane said Staff researched an additional location for the Equestrian operation, which is the Northfork/Wombats area. This area is flat and open and would require similar improvements as the Moondance Hut location. Access would be at the green gate near the end of Alder Creek Road and then drive south back towards the center to this location. The Moondance Hut location would be accessed through the yellow gate at the end of Alder Creek Road. However, the approximate cost of operating out of either would be approximately \$80,000, with the major expense being summer boarding of the Tahoe Donner horses.

Management fielded questions from the Board and discussed the pros and cons associated with the utilization of either location. The Board then called for questions and comments from members in attendance, many of whom were Equestrian users.



Following discussions, Director of Facilities & Risk Management, Annie Rosenfeld, stated that a Community Workshop will be held on October 4th at 5:30 p.m. in The Lodge Banquet Room to obtain member input regarding temporary options for the Equestrian operation in summer 2014. She pointed out that members may send comments by email to generalplan@tahoedonner.com.

F. DIRECTOR OF FINANCE AND ACCOUNTING REPORT

Director of Finance & Accounting, Mike Salmon, provided the Board with a presentation on the Association's unaudited preliminary August 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 Murrell seconded to approve the unaudited preliminary August 2013 financial reports as presented. Motion passed 4-0 (Director Gander Absent)

**Break
(10:30 a.m.)**

The regular meeting reconvened at 10:40 a.m.

G. EQUESTRIAN CAMPUS

Director of Operations Miguel Sloane provided the Board with a review of the layout of the Equestrian Campus as outlined in the Equestrian Center Facility Plan.

Following Mr. Sloane's review, he fielded questions from the Board and members present. The Board received a number of comments from members in attendance regarding the layout of the Equestrian facility. A copy of the Equestrian Center Facility Plan is attached to these minutes as Exhibit "B".

Director of Operations, Miguel Sloane, stated that there will be a Community Workshop held on October 20th at 5:30 p.m. in The Lodge Banquet Room to obtain further member input on this item.

GENERAL MANAGERS REPORT

General Manager Robb Etnyre reported the following:

- Year-to-date July net operating results, before assessed revenue, was a loss of (\$2,486,000) which is favorable to budget by \$395,000 / 14%.
- The Association has 59 full-time regular employees, 57 part-time employees, 287 seasonal employees, 1 temporary employee; a total of 404 employees as of



September 15, 2013. The mandatory minimum wage increase will have a significant impact on the operating budget starting in 2014. Impact details will be rolled up in the 2014 Budget review.

- The Public Utility District conducted a public agency-wide “Block Party” at the Northwoods Clubhouse on September 21st to educate and communicate their services and programs to Tahoe Donner members. While the weather was stormy, with the first snow of the season, a solid turnout of over 300 members participated in the event.

EXECUTIVE SESSION AND LUNCH

The Board adjourned to Executive Session at 11:30 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.

BEACH CLUB MARINA IMPROVEMENT PROJECT

Director Johns announced that during Executive Session today the Board decided by a vote of 4-0 to withdraw the Appeal of the Planning Commission’s decision on this project. The project plan will be revised and a new plan presented to the Town in six months.

H. WORKERS COMPENSATION RENEWAL

Director of Facilities & Risk Management, Annie Rosenfeld, provided the Board with a copy of the Association’s Workers’ Compensation Insurance Renewal for consideration.

Following discussion, Director Stang made a motion and Director Murrell seconded to approve expenditures for the Association’s Workers’ Compensation Insurance with Wells Fargo for the policy year, October 1, 2013 through September 30, 2014. Motion passed 4-0 (Director Gander Absent)

2014 BUDGET WORKSHOP

Director of Finance & Accounting, Mike Salmon, provided the Board with a PowerPoint presentation of the 2014 Budget variables and key assumptions for the Association’s Capital and Operating Funds and how these figures impact the budget and thus the Annual Assessment.

Following Mr. Salmon’s presentation, the Board indicated that they will schedule another special budget meeting on October 18th. The Board noted that they anticipate approval of the 2014 Budget at the October 26th regular Board meeting.



FUTURE BOARD MEETING AGENDA ITEMS

The Board placed the following items on the September 28th Board meeting agenda:

- Treasurer's Quarterly Report
- November & December Board Meeting Date Change
- 2014 Budget
- Equestrian Temporary Operations
- Equestrian Campus

ADJOURNMENT

Director Stang made a motion and Director Miller seconded to adjourn the meeting at 2:40 p.m. Motion passed 4-0 (Director Gander Absent)

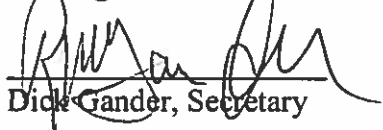
Submitted by:



Bonnie Watkins, Recording Secretary

SECRETARY'S CERTIFICATE

I, Dick Gander, 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 September 28, 2013, as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.


Dick Gander, Secretary

