

# **GPC MEETING**

## **TAHOE DONNER ASSOCIATION**

### **July 11, 2016**

**Location:** NWCH Mezzanine  
**Date:** Monday 7/11/2016  
**Time:** 3:00pm – 4:30pm

#### **Attendees:**

Tahoe Donner Association: Robb Etnyre – General Manager  
Forrest Huisman – Director of Capital Projects  
Megan Rodman – Executive Assistant  
Lee Gray – Capital Projects Coordinator

Board: Steve Miller, President

Finance Committee Liaison: John Dundas

GPC Committee: Michael Sullivan, Chair - Present  
Nan Meek, Co-Chair - Present  
Bruce Barton - Present  
Michael Bledsoe - Present  
Michael Fajans - Call in/Conference  
Nichelle Lyons - Call in/Conference  
John McGregor - Present  
George Rohrback - Present  
John Stubbs - Present  
Doug Sherman, Alt – Absent  
Tom Johns, Alt nominee - Present

Guests: None

#### **Meeting Notes:**

The meeting was called to order by Michael Sullivan at 3:00pm

#### **Approval of Minutes**

Michael Sullivan requested a motion to approve the minutes from the June 6<sup>th</sup> Joint Board meeting. The motion was moved by Michael Bledsoe and seconded by George Rohrback. All being in favor, the motion passed unanimously.

#### **Member Input**

No Guests being present there was no member input.

#### **Membership Meeting**

Michael Sullivan gave a report on the membership meeting, and advised that it was captured on video and posted on the TDA website. Nan Meek hosted a booth at the Expo, explaining in more detail how members could input information to the capital process. Michael encouraged the group to read the

Survey, noting that 1447 members responded to the survey, 1410 being in agreement with the vision statement. He also noted that 80% of the members responding to the survey were second homeowners. Michael has summarized the Vision, Values and Mission statement and put it on SharePoint.

### **Updated list of Potential Capital Projects – Forrest Huisman**

On a quarterly basis, the entire list of preliminary capital improvement ideas is prioritized by the Board President, GPC Chair, and General Manager, which are further detailed by Staff in a Project Information Paper, which currently include the following projects;

1. Cluster Mailbox consolidation with overhead roof structure
2. Expanded parking area at Glacier Way Trailhead
3. Water Bottle filling stations at major amenities
4. Association Master Plan
5. Summer Trail Grooming for Nordic and Downhill Ski areas
6. Additional storage for recycling and winter summer operations at ACAC
7. Remodel of poolside locker rooms, steam room and sauna

On a monthly basis, Forrest produces a list of the ideas which he receives via email, phone calls and comment cards, and shares the list with the GPC and on the website, where they are subsequently ranked on a quarterly basis:

1. Basketball and Volleyball courts
2. Rock Climbing and beach volleyball
3. Vaulted restrooms at Glacier Way Trailhead
4. Additional speed limit signage or traffic calming.
5. Upgrading the Southwest columns with stone along the base to match the front
6. Additional barriers between ACAC terrace and arena pathway
7. Improved footing at the Equestrian Arena
8. Improved footing at the Equestrian Round Pen (Already complete)
9. Grass and fencing for polo club and horse jumping at Equestrian Center
10. Downhill Ski Area: Updated seating areas, restrooms and parking
11. TCRC: Additional parking on the driving range directly below the Tee boxes, for usage during large events.
12. Consider lower cost remodel options to minimize impact and maximize member benefit at TCRC. Currently looking at a 4,000 Sq. Ft addition that is being considered at a \$2.5 million estimate.
13. Consider bond to fund undergrounding power lines, improving the look of the association.

### **Update of Capital Funds Projection (CFP) – Forrest Huisman**

Forrest reports that there have been no updates from the June GPC meeting. There are \$183,000 remaining in the 2016 Budget, with the following project updates:

- Snowmaking improvements are installed.
- The Solar project at the Marina will be starting, pending July building permit. The project needs to be complete by the end of August for TDA to receive the rebate. The recapitalization timeframe with the rebate and the federal tax incentives is 5 years. The 5.8Kw solar array

produces 25,000 watts per sunny day. The roof structure at the Marina faces south and is ideal orientation and slope. TDPUD has run out of rebates, where one commercial rebate equals approximately ½ of the cost to install a 5.8KW system.

- The Association Master Plan Project is going to the Board for review on July 23, and upon approval, will be added to the 2016 list using available development funds.

### **Equestrian Steering Committee – Arena Path – John Stubbs**

John Stubbs reported that Phase 2 of the equestrian relocation project is complete, and that staff and borders are very excited about the results. The project was completed within schedule and budget. Phase 3 will be required to close out the open building permit, which include dust mitigation, accessible pathways and parking, Wash Rack, and Guide shack.

### **Association Master Plan Task Force update – Bruce Barton**

Bruce reported that Dudek modified select proposal details as requested, and reduced their fee, by eliminating items that were not necessary. If it is approved, the Plan should be completed by next February. The committee members would be invited when Dudek and Staff tour amenities under task 1.

Bruce Barton made a motion that the GPC recommends that the Board approve the contract for the Association Master Plan. George Rohrback seconded. The motion passed by unanimous vote 9-0.

Forrest will now prepare a Decision Paper for the Board's review on July 23<sup>rd</sup>, and upon approval, He will continue coordination with the task force to organize site tours and forthcoming Public Forum.

### **Member Communication Plan Task Force update – Nan Meek**

The subcommittee met earlier in the afternoon. They are looking at doing something new for the website. A navigation pane that is a spreadsheet of all of the active projects that have made it to the Project Information Paper stage. All documents going forward will then be uploaded to the navigation pane so any member can go to the website and know where the project stands. This will be a more transparent way for members to stay informed.

The Communications Department will start reporting the analytics for all the messages via email blasts to the task force. The Task force will then be able to see what messages members want to read.

The Task force is looking to put 2 more stories in Tahoe Donner News. The July issue just had the explanation of the 1<sup>st</sup> stages of our capital process. The August issue will have an article about the project task force analytics criteria. The September issue will address the idea evaluation criteria. John Stubbs will be writing the article for the August and Forrest will be writing the article for September.

We are part way through doing a video script that explains what the GPC is and does.

### **TCRC Poolside Locker Room Remodel Task Force update – John Stubbs**

The Poolside Locker Room task force consists of John Stubbs, Miguel Sloane, Forrest Huisman, and Liz Moore. A report was submitted 2 months ago. Robb Etnyre requested that the previous report be used as a model template on how task forces would operate.

- Complete Architectural studies with construction documents are due 7/15.
- Forrest has 5 contractors who are presenting preliminary construction costs by 7/15.
- The Task force will meet and review the preliminary construction costs and report to the GPC on 7/19.
- We are expecting the GPC to provide an update to the board at the July 23<sup>rd</sup> board meeting and request approval for permitting.
- Forrest advised that we have \$440,000 allocated for the replacement of the Locker rooms, Sauna and Steam room. The project is currently to be funded using Replacement Reserve Funds. With consensus from the GPC and approval from the Board for permitting we should be able to present a contract to the Board in August.
- Start of construction in September.

A motion was made that after the bids are received and other issues are resolved that we pass this on to the Board as recommended by the GPC at the July 23<sup>rd</sup> Board Meeting. Michael Bledsoe seconded the motion. The motion passed by unanimous vote 9-0.

### **Refillable Water Bottle Stations**

A refillable Water Bottle Station will be installed at the Lodge and 1 was recently installed at the Marina.

### **Assignment of New Project Task Force Committees-**

- Cluster Mailbox – Forrest Huisman, Bruce Barton, John McGregor, George Rohrback
- Expanded Parking at Glacier Way – Forrest Huisman, Nichelle Lyons, Michael Bledsoe, Tom Johns
- Summer Trail Grooming – Forrest Huisman, Steve Miller, Michael Fajans,
- Additional Storage ACAC – Forrest Huisman (Will provide reports to GPC)

### **Existing Project Task Force Committees-**

- Trout Creek Locker Room Remodel – Forrest Huisman, Miguel Sloane, John Stubbs, Liz Moore
- Association Master Plan – Forrest Huisman, Bruce Barton, Michael Sullivan, Nan Meek, George Rohrback, Robb Etnyre, Steve Miller, Michael Bledsoe, Miguel Sloane.

### **Expansion of Trout Creek**

John Stubbs asked if the old Sub-Group could be reinstated, despite the project receiving a priority 2, with no PIP or Task Force committee. Because there are new suggestions that may lead to less expensive construction requirements, the overall project could be less expensive as it may not require additional parking stalls. John Stubbs and Michael Bledsoe aim to meet with Courtney Murrell next week to review suggestions and plans, and report findings at the next GPC meeting.

**Assignment of Finance Committee Liaison –**

The decision was delayed to August 1 GPC meeting.

**New Business**

Michael Sullivan made a motion that Tom John's to be an alternate on the GPC. John McGregor seconded. The motion passed by unanimous vote 9-0.

Proposed next meeting – Monday August 1, 2016 at 3:00 p.m. at the Northwoods Clubhouse.

Adjourned at 4:30 p.m.

Recorded & submitted by Lee Ann Gray