



FINANCE COMMITTEE MEETING REPORT: January 19, 2017, NWCH

ATTENDANCE:

Members present: King, Stang, Dundas, Hunter, Disbrow
Members absent: Ravano, Johns, Eyton-Lloyd, Leibow
Staff Present: Salmon, DFA; Etnyre, GM; Rodman
TD Board member: Bonzon
GPC Liaison: Bledsoe
TD Member: Jennings

AGENDA ITEMS:

A. Call to order; 3:33pm, quorum present

B. 1/19/17 Agenda and 12/8/16 minutes approved 5-0 (Disbrow 1st, Dundas 2nd).

C. December and YTD 2016 Preliminary Financials: Salmon distributed a preliminary draft set of financials prior to the meeting. It included the December results, 2016 year-to-date financials and the summer results.

December was a very good month. NOR was reported at \$486,000 ahead of budget, but \$173,000 behind last year. The three snow amenities were \$440,000 ahead of budget. These good results were in part due to snow making, but not entirely. But there is no question that snow making had a positive impact on the financial results. The results of the Lodge were \$24,000 behind budget due primarily to the loss of a large holiday party. Per Etnyre, the goal is to replace that event for next year.

Preliminary financial results for the year were also very positive. Per Salmon, the accounting department is busy getting ready for the Auditors who are scheduled to arrive in early February. For this reason, he explained that these preliminary results should be very close to final. The NOR is \$2,448,000 ahead of budget and \$1,098,000 ahead of last year. As has been reported all year, a large majority of the amenities ended up ahead of budget. In addition, the HOA costs ended up \$428,000 lower than budget. Committee discussion included that these results being ahead of budget had been discussed in the fall during the 2017 budget process and is one reason the Operating portion of the Annual Assessment was reduced by \$99 for 2017.

Based on the results, the Operating Fund Members Equity balance at December 31, 2016 will be approximately \$4,402,000, , which is \$3,300,000 more than the 2017 budget required 10% minimum operating fund balance IAW TDABOD Resolution 2013-4. What to do with these excess funds has been a topic of discussion throughout 2016. Currently, the plan is to finish the TD Master Plan in April or May of 2017. At that time, the TD Board can make decisions as to what to do with these funds. The FC will also include this as a topic in their spring meeting agenda's.

TD Management should be recognized and commended for their efforts again this year. A job well done.

D. Update on Projects for TD Board of Directors. – King presented the status of the project to the TD Board at their December meeting and received their approval to send out Requests for Proposals (RFP). The sub-committee (King, Leibow, Johns) finalized the RFP and it was sent to the two firms selected to propose on January 18th. The timeline is to have the selected consultant make their final presentation to the TD Board at their March 25th Board meeting. The sub-committee will meet with the two firms after receiving their proposals, but before a final decision is made. The TD Board will make the final decision as to which consultant is selected.

Little work has been done on the communication project, due to limitations on Michael Sullivan's schedule.

E. Election of 2017 FC Chairperson – Per the FC Charter, a Chair Person is to be elected each January by the Committee. The Committee expressed its support for King to continue another year. This information will be passed on to the TD Board as they have to make the reappointment, if that is their desire.

King reported that Leibow will be recommended to the TD Board to become a regular member. King will provide the necessary information for this recommendation to be included on the January TD Board agenda.

F. Approval of 2017 meeting calendar – The calendar for 2017 was presented to, and approved by, the Committee.

G. Review of FC Charter – Prior to the meeting, King forwarded the current Finance Committee Charter to members for review. The purpose was to see if it needed any updates. Minor comments were received. King, Dundas and Etnyre will review the comments to determine which, if any, would be appropriate to recommend as changes to the TD Board. This should be completed in time for the February Board meeting.

H. Agenda Items for Next Meeting

1. Final 2017 Golf Rates and Discussion – Murtagh and Kuehne to be invited by Salmon
2. 2016 Financial results update
3. Update on FC projects
4. 2016 Year End Capital Funds Projection update

NEXT MEETING DATE: February 9th, 2017, **3:30pm**, NWCH

ADJOURNMENT: 4:18 pm; (Disbrow 1st; Hunter 2nd) Approved 5-0
Prepared and Submitted by: Art King, FC Chair

Tahoe Donner General Plan Committee

Monday, January 9, 2017 meeting Minutes

Location and Time

NWCH Mezzanine at 3 PM

Call to order:

The meeting was called to order by Michael Sullivan at

Attendees:

GPC Committee:	Michael Sullivan, Chair - Present
	Nan Meek, Co-Chair – Phone
	Jim Beckmeyer - Present
	Michael Bledsoe - Present
	Michael Fajans - Phone
	John McGregor – Present
	George Rohrback – Present
	John Stubbs – Present
	Tom Johns, Alt - Absent
Board Liaison:	Steve Miller, Director - Absent
Finance Committee Liaison	John Dundas - Present
Tahoe Donner Association:	Robb Etnyre, General Manager - Absent
	Forrest Huisman, Dir. of Capital Projects - Present
	Megan Rodman, Executive Assistant - Present
	Lee Gray, Capital Projects Coordinator - Present
Guests:	Paul Bates, Polarsports - Present

Approval of Minutes

John Stubbs moved that minutes of the last meeting be approved without additions or corrections. John McGregor seconded the motion and the vote was unanimous.

Member Input.

The only member present was Paul Bates. His comments appear later in the minutes.

Updated list of Potential Capital Projects:

Forrest Huisman took the group through a review of the information available on the Tahoe Donner Website. The ideas submitted by Members, Staff and other Users can be found at:

TahoeDonner.com/Members/Capitalprojects/CapitalProjectsProcess/PreliminaryIdeasList.

All changes since the last meeting are highlighted in yellow.

Forrest will present a Project Information Paper (PIP) on restrooms and cookhouse in the Euer Valley at the next GPC meeting.

Update of Capital Funds Projection (CFP):

Forrest Huisman noted that the latest CFP can be found on the TD website by following the same trail to “Capital Projects Process”

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Project Task Force updates:

The following projects are complete except for the Post Project Review. Future reports will indicate this and not report on them in detail:

- Water Bottle Filling Stations – Huisman
This project is all but complete. There is one more station to be installed at the Golf Course. This will be done once the weather permits outdoor construction.
- Summer Trail Grooming – Huisman
This project was completed very successfully in time for the ski season. The results could be easily seen on the Downhill Ski hill. It has now been budgeted as an on-going activity.
- Trout Creek Poolside Locker Room remodel – Huisman
Two beautiful new locker rooms along with remodeled sauna and steam rooms were completed on time and over \$100K under budget.

The following projects are on hold until the Association Master Plan (AMP) sets a priority. Further reporting will commence following the publication of the AMP.

- Glacier Way Expanded Parking – Huisman
Some conceptual plans were completed. No further activity is contemplated unless called for in the AMP.
- Equestrian Center Phase 3 – Meek
No further activity is contemplated unless called for in the AMP.

The following projects are in progress:

- Alder Creek Adventure Center Storage – Huisman
A tack shed will be used in place of a new storage shed and further work will be deferred until summer.
- Trout Creek Space Reallocation – Stubbs
Approximately 30% of the feasibility study has been completed. An Internet-live Member Forum was held on January 6 to report progress to Members and to ask for additional input. A small number of Members attended in person and by Internet. The record of the meeting is posted on the TD website. John Stubbs and Courtney Murrell will write an article in the next TD News to report project progress and document the Forum.
- Cluster Mailbox Consolidation – Rohrback
The Task Force has contacted the project manager at Northstar CSD that put in their mailboxes. They also found dealing with the Post Office difficult but eventually they adopted a design with vacant boxes distributed throughout the cluster and have been able to re-sequence for new residents as needed. The Task Force has requested approval from the Post Office for a similar design that would also include Post Boxes that could be assigned on a short-term basis or if re-sequencing was not feasible.

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- Downhill Ski Area Study – Sullivan
The Task Force will meet in January to begin evaluating improvement ideas.
- Association Master Plan – Sullivan
The entire GPC held a special meeting on Jan 4 to evaluate the 2nd draft of the plan that was received from Dudek the day before. This plan was much better than the previous effort but still incomplete. It was decided that a small ad hoc committee (Sullivan, Bledsoe, Beckmeyer) should lay out the format of the plan we want and compare that with this draft and then make suggestions on how best to proceed. There was a sense that we were the best source of the missing parts, however, there may be areas where Dudek can still contribute. A second ad hoc committee (Etnyre, Sloane, McGregor, Rohrback) will summarize the needed future improvement projects.
- Post Project Reviews – Sullivan
A small group (Forrest, Meek, Sullivan) had planned to meet on Jan 6 to discuss the format for post project reviews. This meeting was rescheduled until Feb. 6 due to weather.

New Business:

Paul Bates of Polarsports and a Tahoe Donner Member, has proposed that he donate to Tahoe Donner a “seasonal ice skating center”. His presentation is attached. Polarsports would donate all capital items and train TD staff to operate the facility in trade for half the ongoing profits. After the presentation, there was a question answer session.

- + ***What is the collaborative contract in the future?*** It will not cost a dime to build it, and this is his nirvana. In order to get this successful Tahoe Donner would need to market it effectively.
- + ***What is your business?*** Consulting, entertainment, racing
- + ***How are you making money?*** The Enchanted Forest in the presentation is a natural experience with the lighting which is attractive and affordable to families.
- + ***Will you be managing this?*** No, his specialty is to design and build it.
- + ***What is your return on investment?*** It has got to be open to the general public and be managed properly. It would be a package where Tahoe Donner manages and revenues are split.
- + ***Do you have a place like the one in the presentation?*** He designed one in Toronto but not in California. This is a good time to build one in California.
- + ***What would the costs be if Tahoe Donner contracted for a company to install what you are proposing?*** \$1-1.5 million.
- + ***Would the enchanted trail require freezing temperatures?*** No he would install refrigeration lines.
- + ***Will the pipes come out during the summer?*** Yes, we remove the pipes at the end of the season.
- + ***How thick is the ice?*** 4 ½”

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- ✚ ***What would happen to the layer of ice on top of the Bocce Courts?*** They have the ability to turn off the instant ice and break off pieces that slide right off.
- ✚ ***It's an interesting concept and would be nice to see a business plan that looks at operating costs vs revenues and what it would cost us.***
- ✚ ***How much lighting would you need and what is the distance from the houses?*** The bocce courts are 140' from the closest residence. The Junior Ice Rink would be on the bocce courts and would have 2 or 3 rows of lights and illuminate several local pine trees. The lighting on the ice trail would be held by nets wrapped around the base of trees.
- ✚ ***What is the time frame?*** The proposal is for next Thanksgiving. Staff operate through 5 seasons. Through the revenue share the association would be able to build their own facility.
- ✚ ***Do you know what permits are required?*** A hazmat permit, through Public Works Department for the Glycol which is low hazard. It is pumped through the refrigeration system. The glycol will be removed at the end of the season and will not leak into the wetlands. Electrical permits for lighting, chillers etc.
- ✚ ***What do you do when it rains or snows?*** No one will skate in the rain but the snow can be pushed off the ice.
- ✚ ***Butch advised that the GPC would not be involved in the approval of this and that it would be the Board and Operations who should be discussing and deciding to proceed.***


Adjournment:

The meeting was adjourned at 5:05pm by George Rohrback.

Next Meeting:

February 6, 2017 at 3PM at NWCH Mezzanine

Jan 9, 2016 Capital Projects at a Glance

CAPITAL PROJECT	IDEA DEVELOPMENT	PROJECT SELECTION	CONCEPTUAL DESIGN	FINAL DESIGN	CONSTRUCTION	POST PROJECT REVIEW
Water Bottle Filling Stations					Final station in Spring	
Association Master Plan					2nd Draft under review	
Summer Trail Grooming					Completed	
Alder Creek Adventure Center Additional Storage					Alternative Found	
Trout Creek Recreation Center Poolside Locker Room Remodel					Completed on Time & Cost	
Trout Creek Recreation Center Space Reallocation			Feasibility study underway			
Cluster Mailbox Consolidation			Options being evaluated			
Glacier Way Expanded Parking			Options being evaluated			
Equestrian Center Phase 3		Awaiting AMP priority				
Downhill Ski Area Study		Project Task Force formed				