



FINANCE COMMITTEE MEETING REPORT: February 9, 2017, NWCH

ATTENDANCE:

Members present: King, Stang, Eyton-Lloyd, Leibow
Members absent: Ravano, Johns, Dundas, Hunter, Disbrow
Staff Present: Salmon, DFA; Etnyre, GM; Rodman; Murtagh, Golf Manager
TD Board member: None
GPC Liaison: Bledsoe
TD Member: Jennings

AGENDA ITEMS:

A. Call to order; 3:31pm, quorum not present

B. 2/9/17 Agenda and 1/19/17 minutes approved 4-0 (Leibow 1st, Eyton-Lloyd 2nd).

C. 2017 Golf Rates Discussion: Prior to the meeting, Salmon distributed a preliminary Decision Paper regarding 2017 golf rates that was prepared in collaboration with Murtagh. In order to meet the 2017 budgeted revenue amount, it is expected that rounds will reach 20,000. In addition, it is proposed to increase the pass prices by 3% generating an additional \$7500 in revenue. All other golf rates will be not increase over 2016 rates. The decision paper also identifies a few other proposed changes.

There was discussion that, due to weather, if the opening day is pushed back into late June, then members may not like the small increase. It was decided to consider offering a small incentive, such as guest passes, if this occurs. We will see how sales are trending up until the discount due date of April 30. Extending the discount date past April 30 was discussed but not considered a good option. The Tahoe Donner Men's Golf Club also requested that their members who have mid-week passes be exempt from paying weekend green fees during their Club Championship to help increase participation. We decided not to go this route for many reasons and that the new Midweek Plus Pass should be a positive option.

Managements goal is to have this proposed rate schedule approved by the Board at it's Februaray meeting so this can be rolled out to members by March 15th.

The FC members were in favor of the proposal.

D. Review of January Financial Results – Salmon distributed a single page, very preliminary schedule of January financial highlights. It showed that Net Operating Results are \$242,000 ahead of budget but \$54,000 behind last years results. The big pluses were a busy first week of the month and Martin Luther King weekend. There are still more adjustments to make but, but Salmon indicated that final results should improve even more.

The results for nine days into February also look good. But no predictions at this time.

E. Update on 2016 Financial Results – Salmon provided a detailed set of financial schedules showing results from 2016. This is information that will be presented to the Tahoe Donner Board at its February meeting. Here are some highlights:

- Final 2016 NOR is within \$1000 of what was reported last month. This type of consistency is very reassuring.
- Members Equity in the Operating Fund ended at \$4,403,700. Again no change from last month.
- Total members equity is up 9% from last year and is \$8325 per member.
- Tahoe Donner is at its lowest level in years of delinquent Annual Assessments. For all past years, the total of delinquent accounts is only 118 members.
- There were 404 properties transferred in 2016, which is up 22% from the prior year.
- We did touch on the anticipated discussion of what to do with the excess Members Equity, which will occur once the Master Plan is done.

F. Update on Projects for TD Board of Directors. –

1. Compensation Study - King reported that the sub-committee completed their interviews of the two consulting firms being considered for this project. They will send their recommendation to the Board for their consideration and approval. There is an open Board meeting scheduled for Thursday February 16th, followed by an Executive Session, to discuss. The TD Board will make the final decision as to which consultant is selected.

Little work has been done on the communication project, due, in part, to limitations on Michael Sullivan's schedule. Since the Annual Report will be prepared over the next two months, management will look at new ways to present the information in a way that might be easier to understand.

G. 2016 Year End Capital Funds Projection update – We had a short discussion regarding the Development Fund. The end of year balance is \$499,000 which compares to the budgeted end of year balance of \$155,000. This is due to 2016 Expenditures being about \$340,000 less than budget. We reviewed activity for the year and found no surprises.

H. Future Funding Levels that would impact the Association Master Plan - For a discussion topic, Salmon presented a series of schedules looking at six Annual Assessment scenarios over a ten year period and the impact they would have on the

Development Fund balances. The conclusion is that it will take many years to build up the DF account to above \$10 million. This information has been presented to the GPC for their use.

I. Agenda Items for Next Meeting

1. Change the April meeting date due to Salmon conflict to April 20th
2. 2016 Audit Report review
3. Update on Master Plan

NEXT MEETING DATE: March 16th, 2017, **3:30pm**, NWCH

ADJOURNMENT: 4:58 pm; (Leibow 1st; Stang 2nd) Approved 4-0
Prepared and Submitted by: Art King, FC Chair

Tahoe Donner General Plan Committee Monday, February 6, 2017 meeting minutes

Location and Time

NWCH Mezzanine at 3 PM

Call to order:

The meeting was called to order by Michael Sullivan at 3:11 PM

Attendees:

ORGAINIZATION	NAME	HERE	NOT
GPC Committee:	Michael Sullivan, Chair -	X	
	Nan Meek, Co-Chair -	X	
	Jim Beckmeyer -	X	
	Michael Bledsoe -	X	
	Michael Fajans -	X	
	John McGregor -	X	
	George Rohrback -	X	
	John Stubbs -	X	
	Tom Johns, Alt -		X
Board Liaison:	Steve Miller, Director -		X
Finance Committee Liaison	John Dundas - traveling on holiday		X
Tahoe Donner Association	Robb Etnyre, General Manager -	X	
	Forest Huisman, Dir. of Capital Projects -	X	
	Megan Rodman, Executive Assistant -	X	
	Lee Gray, Capital Projects Coordinator		X
Guests:	Courtney Murrell	X	

Approval of Minutes

Michael Sullivan called for approval of the minutes of the last meeting. A motion was made by Michael Fajans to approve the minutes as written. The motion was seconded by Nan Meek and approved by unanimous vote.

Member Input.

No members were in attendance.

Updated list of Potential Capital Projects:

The GPC has received a PIP on a new project to explore various options for employee housing, particularly for seasonal workers. The Town of Truckee has identified this as a problem in the Town and in the County. The GPC formed a taskforce for this project including:

Staff	GPC
Miguel Sloane and Forrest Huisman	Michael Fajans and Nan Meek

Tahoe Donner General Plan Committee Monday, February 6, 2017 meeting minutes

Project Task Force updates:

The following projects are complete and are awaiting a post project review.

- Water Bottle Filling Stations – Huisman
- Summer Trail Grooming – Huisman
- Trout Creek Poolside Locker Room remodel – Huisman

A format for the post project review was agreed upon, which tracks changes in Scope, Cost and Schedule. Forrest will complete this for these three projects for review by the GPC.

The following projects are awaiting direction from the Association Master Plan

- Equestrian Center Phase 3 – Meek
- Glacier Way Expanded Parking – Huisman

The following projects are active:

- Alder Creek Adventure Center Storage – Huisman
The construction market in Truckee has opened up and now five contractors will bid on this structure.
- Trout Creek Space Reallocation – Stubbs
A Town Hall meeting was held to communicate this project to members. The contractor, Todd Mather, will submit the preliminary design phase in early March. An early design idea of a raised floor in the exercise area was eliminated from the scope.
- Cluster Mailbox Consolidation – Rohrback
The Task Force is awaiting an answer from the postmaster on our request to use postal boxes in our re-design of the mailbox clusters.
- Downhill Ski Area Study – Beckmeyer
The Task Force had their first meeting today. Members include: Beckmeyer (Chair), Sullivan, McGregor, Rohrback, Miller, Huisman, Miguel Sloane, Michael Salmon, Robert McClendon, Courtney Murrell, Graham Powell, Kevin O'Neil, Frank Aldridge and Miguel Sloane.
Eleven members attended the first meeting and were requested to submit their ideas for improvement of the Ski Area so that it meets the Tahoe Donner Vision statement.

Tahoe Donner General Plan Committee Monday, February 6, 2017 meeting minutes

- **Association Master Plan – Sullivan**
The Task force analyzed the latest Dudek draft and determined that the following pieces needed to be completed:
 1. Description of the desired Future State
 2. Benchmarking technologies used at associations like ours
 3. Benchmarking associations for amenity ideas
 4. Listing amenities needs at Tahoe Donner.Forrest followed up with Dudek and they agreed to complete 2 and 3 but agreed that Tahoe Donner Association was in a better position to complete items 1 and 4. The Task Force will proceed to complete these items, which will be folded into the Dudek report.

Communications Task Force – Meek

The next issue of the Tahoe Donner News will contain a notice about the employee housing task force.

New Business:


There was no new business

Adjournment:

The meeting was adjourned at 4:30 PM

Next Meeting:

March 6, 2017 at 3PM at NWCH Mezzanine

 2/16/2017	<h2 style="text-align: center;">CAPITAL PROJECTS AT A GLANCE</h2> <p style="text-align: center;">CURRENT PROJECTS AND PRIORITIES FOR NEXT 5 YEARS</p>	IDEA DEVELOPMENT	PROJECT SELECTION	CONCEPTUAL DESIGN	FINAL DESIGN	CONSTRUCTION	POST PROJECT REVIEW	
Association Wide	Purchase New Building, offer Day Care, house updated mailboxes indoors	USPS assigns repair/maintenance to TDA in 2016, Task Force is reviewing options						
Association Wide	EV charging station at each major amenity, utilizing TDPUD rebates							
Association Wide	Expanded parking at Glacier Way Trailhead	Task force is evaluating options						
Association Wide	Remove barbed wire, and install A-frame fencing along applicable Euer Valley boundaries							
Association Wide	Solar Shade Structure over existing Boat Storage Lot							
Association Wide	Bottle Filling Stations at Amenities and Facilities					Completed		
Association Wide	Association Master Plan					2nd Draft under review		
Association Wide	Employee Housing	Active Project Task Force						
Alder Creek Adventure Center	New Cook House, Restrooms, and (2) new 10x12 warming huts							
Alder Creek Adventure Center	Nevada County Master Plan for Adventure Zone Activities							
Alder Creek Adventure Center	Install Back-up Generator to eliminate service interruptions and maximize service levels							
Alder Creek Adventure Center	Additional storage for Recycling and Summer/Winter operations at Parking Lot				Receiving Bids from GC's			
Alder Creek Adventure Center	Summer Trail Grooming for low snow years at nordic trails (2016-2020)					2016 work completed		
Alder Creek Adventure Center	Snowmaking for a SK, early season loop							
Alder Creek Adventure Center	Bridges at Coyote Crossing and Cowboy Camp							
Alder Creek Adventure Center	Phase 3 Equestrian Campus; ADA parking/walkways, Roadway Base, Guide Shack, Footing							
Clubhouse NWCH	Parking Capacity Expansion above Tennis Center							
Clubhouse NWCH	Improve drainage, accessibility, refuse and storage around perimeter of NWCH							
Clubhouse NWCH	Ice skating and miniature golf near Tennis Facility							
Downhill Ski Area	Feasibility Study for Downhill Ski Area Master Plan	Active Project Task Force						
Downhill Ski Area	Summer Trail Grooming (2016-2020)					2016 work completed		
Downhill Ski Area	Install Back-up Generator to eliminate service interruptions and maximize service levels							
Downhill Ski Area	Eagle Rock Yurt							
Forestry Facility	Storage Building							
Golf Course	Driving Range net to allow simultaneous summer operations							
Golf Course	Purchase Golf Carts							
Marina	Expanded Day Camps area at Pump House, with artificial turf and storage fencing							
Marina	Expand Terrace and Kitchen							
Marina	Expanded boat rental options							
The Lodge	Add staircase and lighting at existing sloping walkway between upper and lower parking							
The Lodge	Install Back-up Generator to eliminate service interruptions and maximize service levels							
Trout Creek Recreation Center	Relocate Snowplay operations to alleviate Trout Creek parking and operations							
Trout Creek Recreation Center	Remodel Pool-side Locker Rooms, Steam Room, Sauna					Completed 12/15/2016		
Trout Creek Recreation Center	Feasibility Study for Space Reallocation and Expansion	Member Forum Held. Feasibility Study to be reviewed at March Board Meeting						



Downhill Ski Task Force Minutes From: 2-6-17

Task Force Members / Attendees

Frank Aldridge - absent

Jim Beckmeyer

Forrest Huisman

Robert McClendon

John McGregor

Steve Miller - absent

Courtney Murrell

Kevin O'Neil

Graham Powell

George Rohrback

Michael Salmon

Miguel Sloan

Michael Sullivan

The meeting was called to order at 2:00pm. Michael welcomed everyone and provided some background to the ski area.

Each member introduced themselves.

Our objective was reviewed:

Produce a plan for investment that the Board and the town of Truckee will approve that will bring the Downhill Ski Area in compliance with the TD vision, hopefully without increasing Member assessment.

We reminded ourselves this meant bringing the ski area to a service level that provides an excellent facility, great customer service, and optimized owner satisfaction.

We went around table with each member sharing their experience with skiing and the ski area. Needless to say there's a deep broad knowledge base on this team.

During the course of conversation many ideas were brought forward regarding how to improve the ski area. These included but were not limited to:

- > snowmaking next phase
- > ticket price structure
- > lodge improvements
- > food and beverage opportunities
- > increasing revenue
- > top of the mountain proposal (TOTM)



> busy day owner policy
-Seriously, this just hits a few.....

As we ran out of time, Jim asked everyone to spend a few minutes at home listing their recommendations for addressing the task force objective. The ideas above are just a start! Please provide your input in bullet format, and preferably in a Word document. Jim will consolidate the lists and re-publish for use at our next meeting. Please send your input cc'ing everyone on the email list, to Jim (jebeckmeyer@surewest.net), by Friday February 10th. If I can get us together in a conference call later this month to review the consolidated list, I will.

Ultimately these ideas can be prioritized, like items bundled, dollarized, and used to develop strategies to support the task force objective. Seems like everyone has a keen grasp on our current state.....moving forward we will develop a time phased future state (20 years out?) that will be supported by strategies that can be reviewed and approved.

For now please plan on our next face to face meeting being Monday March 6th, at 1:30pm. I heard input from a couple of our skiers that this time is challenging. Appreciate your support for now as I may not be in town for more than a day in early March.

My mobile number is 916-835-4084. I'm around to discuss anything most days.
Thanks for volunteering for this task force.

Best Regards,

Jim
916-835-4084

Minutes- TDGF Committee Meeting –Feb 7, 2017 3-5 PM.

LOCATION: MEADOW ROOM – NORTHWOODS CLUBHOUSE

1. New (& potential) Members – The Committee welcomed Linda Slatery to the team!
2. Minutes -Additions and corrections? – None noted
3. Treasurers report + Statistics – as of 12/30/16: \$28,074 in assets.
4. TD News Articles – Reminder that these are due!
 - a. Jeanette - Arts For the Schools & North Tahoe Arts – in process for March.
 - b. Kate - Biking for a Better World – in process
 - c. Suzanne - Community Recovery Resources – in process
 - d. Lois - Headwaters Science Institute – Done published in Feb News
 - e. Pam - Sierra Senior Services – in process
 - f. Dick - Sierra Watershed Education Partnerships – Done published in Jan

Kate suggested adding a side bar to our articles to feature small updates to the membership such as results of the campaign, how to give reminders, etc. Consensus was this was a great idea! Will look for a results sidebar for April.
5. Tahoe Donner Cares Campaign
 - a. Kate reviewed her analysis of the Year End Direct Mail and Assessment mailings. From 11/1 to 1/20 of 2015/16 we had 36 donations for \$6,970. For the same period 2016/17 we had 71 donations for \$15,163! That is near double the contributions and 118% increase in dollars! This included a 56% renewal rate and 8% returning after skipping one or more years.
 - b. We discussed the reporting available from TTCF and agreed that Kate and Dick should meet with Kathy and Itsy to see what is available and how this works. Dick will coordinate a meeting.
 - c. The committee reviewed non-renewing members and agreed to contact those that each of us knew.
 - d. We discussed the use of the “Tahoe Donner Cares” Logo and agreed that it could be used standalone for informational uses to the membership but that solicitations to members or companies for donations and articles and bigger pieces, we need to include the reference to the Community Foundation and have them review as appropriate.
 - e. We will address the issue of sponsors using the logo in their advertising separately. They will need to reference TTCF in some manner.
6. Annual Dinner Planning – Suzanne
 - a. Planning is well underway for the October 14 dinner at the ACAC
 - b. It will be a nice buffet format and we plan to include wine with dinner this year.
 - c. Sponsorship letters are out and will be followed up by the team as are solicitations for the silent auction.
 - d. Dick will see about a Fly Fishing related auction package
 - e. Jennifer offered a guided rafting trip on the South American River. She will work with the auction team to define this further.
 - f. Ticket prices were recommended to be set at \$100 and the committee agreed.
 - g. Dick will set up a meeting with Suzanne and the Partners of Elements snow removal to discuss sponsorship.
7. Sponsor/Partner Program – this is tabled pending the discussion in 6. G. above.
8. Website content – Kate to mark up and review
 - a. Kate reviewed her thoughts on web content changes. The committee was in full agreement.
 - b. Next step determined to be a meeting with Brinn and staff regarding the new website development. Dick will coordinate with Kate and Brinn
9. TD Clubs – how to engage – Pam will try to discuss engagement with Women’s Golf Club (18 Hole) as a place to start.
10. Bulletin Board – Discussed the bulletin board at the front of Northwoods. Will add this topic to meeting with Brinn.

Meetings changed to First Tuesday of the Month, 3 to 5 pm.

Next Meeting March 7, 3 to 5 pm Meadow Room Northwoods Clubhouse