

INFORMATION



July 26, 2017

Purpose: Update on the recent process and preparation of TDA's Association Master Plan.

Background: On February 22, 2016, the General Plan Committee (GPC) charter was finalized and received unanimous Board approval at the February 27th, 2016 meeting. Upon approval of these February minutes during the March 2016 Board Meeting, the updated GPC Charter, process flow, and communication plan was communicated to the membership and posted online.

The purpose of the GPC is to maintain the General Plan, consisting of an Association Master Plan (AMP), a rolling five-year Capital Funds Projection, and an overview of the guidelines for developing and preserving our community in support of core values expressed in the Board's Strategic Plan. The General Plan was established to address changing conditions facing the Association, and those determined to be necessary to maintain, upgrade, or replace and effectively operate the common facilities and common areas belonging to the HOA. The GPC shall provide information, analysis, and advice to the Board to better enable the Board to make sound capital improvement decisions from the Development and Replacement Reserve Funds.

Subsequently, the GPC organized a Task Force to review each of the priority 1 projects, as well as work with a consultant to establish a working AMP draft. A chronology of GPC and Task Force efforts are detailed in the attached June 23rd Decision Paper, with AMP updates provided to the Board of Directors as detailed below;

1. July 23, 2016; Board approval to proceed with an Association Master Plan.
2. March 25, 2017; Updated AMP draft presented to the Board, with suggested edits.
3. April 22, 2017; Updated AMP draft presented to the Board with Membership feedback.
4. May 20, 2017; AMP draft presented to the Board, no changes recommended to AMP draft.
5. June 23, 2017; AMP draft presented to the Board for review and adoption. Following discussion, Director Steve Miller moved and Director Jeff Bonzon seconded to approve the Association Master Plan as presented. Motion failed: 2 – 2. (Director Jeff Schwerdtfeger and Director Ron Wulff voted no). (Director Darius Brooks absent).

From NextDoor, topics and references to the Association Master Plan are attached.

Discussion:

The Board of Directors will discuss the Association Master Plan.

Prepared By: Forrest Huisman, Director of Capital Projects

Reviewed By: Robb Etnyre, General Manager

Board Meeting Date: July 29, 2017



DECISION PAPER



Issue:

June 12, 2017

Adoption of the draft Association Master Plan, dated May 16, 2017.

Background:

With the recent renewal of the General Plan Committee Charter, dated February, 2016, the GPC has renewed focus on member and guest use-patterns at each of TDA's amenities, and ensuring that each amenity continues to meet conformance with the Board approved Strategic Plan. To plan for anticipated future growth and changing utilization requirements from Homeowners, an Association Master Plan (AMP) will provide a comprehensive summary of existing utilization at each amenity, while also demonstrating trends, limitations, and opportunities for consideration by future planning exercises at the GPC and Board level. The GPC has organized Task Force Committees to review each of the priority 1 projects, as well as worked with DUDEK to establish the existing draft AMP through the following process and schedule:

1. April 27, 2016 AMP goals are established and distributed by Task Force
2. July 12, 2016 Project Information Paper for AMP
3. July 23, 2016, Board approval to proceed with AMP
4. August 2016, DUDEK preformed scoping services
5. September 9, 2016, Member Forum 1 was held at NWCH
6. October 17, 2016 Member Ideas collected for inclusion in AMP
7. November 10, 2016, Task Force Updates AMP focus
8. January 6, 2017, Updated AMP draft by DUDEK
9. February 28, 2017 Amenity Benchmarking
10. March 25, 2017 Updated draft Association Master Plan presented to the Board
11. April 22, 2017, Updated draft Association Master Plan presented to the Board
12. May 20, 2017, Updated draft Association Master Plan presented to the Board, *see attached.*

Recommendation:

1. During the Board meeting on June 23, 2017, Staff recommends the Board of Directors review and adopt the draft Association Master Plan, dated May 16, 2017.

Prepared by: Director of Capital Projects: Forrest Huisman

Reviewed by: Mike Salmon

General Manager Approval to place on the agenda: _____ **Date:** _____