

## Tahoe Donner General Plan Committee – November 5, 2018 Meeting Minutes

### Time and Location

2:30 PM in the Northwoods Clubhouse Mezzanine Room on the first non-holiday Monday of each month.

### Call to order:

The meeting was called to order by the Chair at 2:34 PM. There was some confusion about the revised start time so please note that next month's meeting will start at 2:30 and not 3 o'clock.

### Roll Call:

	GPC Committee:		Liaisons:	Tahoe Donner Association	
Nan Meek	Michael Fajans	John Stubbs	Jennifer Jennings, Board	Robb Etnyre	Megan Rodman
Michael Sullivan	Rob McCray	ALTERNATES	Don Koenes – Board 2 <sup>o</sup>	Forrest Huisman	Miguel Sloane
Jim Beckmeyer	John McGregor	Steve Miller	John Dundas, Fin. Com.	Mike Salmon	
	George Rohrback	Courtney Murrell			

Guests: Benjamin Levine, Jeff Shellito, Jim Colbert, Bob Phillips, Fran Wright

### Approval of Minutes

Jim Beckmeyer made a motion to approve the minutes of the last meeting. Michael Fajans seconded the motion. The minutes were approved as submitted and will be posted on the TD website.

### Member Input – None

### Finance Committee Liaison report - Steve Miller

The GPC and Finance Committees participated in three budget workshops with the Board to finalize the 2019 budget, which was subsequently approved by the Board.

### New Business:

Several GPC member's terms expire at the end of December. ***The following members must fill out an application in order to be appointed for another term:*** Beckmeyer, Fajans, McGregor, Rohrback, Stubbs. Megan will inform those members of process and forms after she receives Board input

### Updated list of Potential Capital Projects:

The Sort Team project list is at: [TahoeDonner.com/Members/CapitalProjects/PotentialProjects](http://TahoeDonner.com/Members/CapitalProjects/PotentialProjects).

### Project Task Force updates:

#### Active Sub Committee progress reports:

1. Northwoods Activity Center – Murrell  
No change since last month. Member input still indicates that parking is the #1 concern. The subcommittee is still awaiting Board direction of ADA needs.
2. Downhill Ski Resort– Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan
  - Eagle Rock snowmaking and Mile Run re-grading are included in the 2019 budget thus, these projects have now moved from Stage 1 to Stage 2 of the CPP.
  - Response to the Lodge re-build RFI was received from Alton/Prefab Logic.
  - The Remodel committee will meet tomorrow to tour the Lodge building. Based on previous project experience, a WAG estimate in the six-figure range is expected for the cost to provide plans on which a contractor can base an accurate estimate of the remodel costs.

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- The Lodge sizing committee met earlier today and will meet again on Dec. 5 where Mike Salmon will present a financial model to compare the public/"member-preferred" options.
- George Rohrback proposed that staff measure the lift lines and wait times this year during peak times so we can determine the optimum utilization that provides an acceptable user experience.
- 3. Golf Course – McGregor, Huisman, Stang, Beckmeyer, Leibow, Gauney, Gemma, Kuehne, Murtagh.  
The Potential Projects Paper was forwarded to Bickler. A response with pricing is expected in January.
- 4. Marina Recreation Center – Fajans.  
No change.
- 5. Trails & Open Space – Annie Rosenfeld, Christina Thayer, Levine.  
The October 25 meeting was devoted to e-bikes and resulted in a discussion of a possible recommendation to the Covenants Committee for a change in bike rules. The Trails Subcommittee discussed use of the Downhill ski area as a kids mountain bike park.
- 6. Trout Creek Recreation Center (TCRC) - Stubbs, Bledsoe, Murrell, Levine, Winther, Huisman.  
The Board approved the contractor at the last Board meeting. Construction will begin in January and take 14 months. A new task force will be formed (members needed) to study and write the master plan.  
There was a long discussion about which subcommittee should handle Snowplay since it has its own manager and the issues overlap other subcommittees. It was decided that parking issues would be handled by TCRC; Snowmaking by ACAC; Bathroom by Trails; ADA by TCRC and operations issues by Operations.

### SUPPORT Subcommittees

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1. Association Master Plan/Capital Projects Process – Sullivan, Meek,  
Amenity Master Plans – these are being written by active subcommittees.
2. Communications– Meek, Murrell, Levine, Sullivan
  - A guideline for new committee member orientation is in the works and will be circulated within the next two weeks.
  - GPC minutes will be posted on the website. Any subcommittee that also wants to post their notes should send them to Nan.
  - GPC will be contributing monthly articles to TD News, starting with the December issue, that provide the broadest audience of members with information about TD amenities, their background, current projects and long-term planning.
  - A Board-directed all-member survey is planned to be sent out in December with results expected in January. Flash Vote use concludes this month.
  - Minutes of the last meeting are attached.
3. Demographics– McCray, Beckmeyer, Maciejewski, Sullivan
  - Web content that includes the extent of existing demographic data compiled by the subcommittee is being edited and is expected to be online soon.
  - Don Koenes indicated that the Board is considering using 4 categories of amenity users: Members; Accompanied Guests; Unaccompanied Guests and Public. There was no detailed description of the categories at this time.

### "ON-HOLD" & "NOT YET ACTIVE" TASK FORCES plus Staff Projects of interest

1. Alder Creek Adventure Center (ACAC) – a leader is needed for this center.

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This is a complicated and multi-faceted recreation site. No subcommittee has yet been formed.

2. The Lodge - TBD  
No subcommittee has yet been formed
3. Cluster Mailboxes – Rohrback, Fajans, McGregor  
Subcommittee deactivated. Awaiting direction by the Board
4. Employee Housing – Fajans
  - All of the Truckee Town Council candidates have employee housing in their platform
  - South Lake Tahoe has a resolution on the ballot to phase out STRs in some areas over the next 3 years.
  - Shaffer's Mill has received state funding and assistance from Placer County and Truckee to help support construction of a 56 unit apartment complex for employee housing to meet their Workforce Housing requirement.
  - Tahoe Donner will hire 62 -“ J1” employees this winter and will house them in 1 house that we own and 7 that we will lease from TD members (6 are already leased). Our record as a master lease agent is very good and Members come back every year seeking our rental.

### FUTURE ISSUES TO BE ADDRESSED

Demographics report

### Adjournment:

The meeting was adjourned at 4:10 PM

### Next Meeting:

The next meeting will be held on December 3, 2018 at **2:30 PM** at NWCH Mezzanine.

## **Tahoe Donner General Plan Committee – November 5, 2018 Meeting Minutes**

### **Communications Subcommittee**

The GPC Communications Subcommittee Meeting was held on Monday, October 1, 2019, from 12:30 to 1:29 in the Northwoods Clubhouse Mezzanine.

**New Volunteer Communications:** To educate new and prospective volunteers about the GPC and its subcommittees, volunteer members' responsibilities, the Capital Projects Process, and the roles of its volunteer members, information will be compiled and made available. Orientation materials will be developed.

**GPC Communications Discussion:** Committee/Subcommittee Guiding Principles of Conduct, GPC Communications Task Force Charter, and GPC Communications Roles, Responsibilities and Process were reviewed and amendments to the Committee/Subcommittee Guiding Principles of Conduct were returned to the Board.

**Website:** Content needs were reviewed and are under production.

**Eblast:** A new edition is being drafted.

**FlashVote Surveys:** No further surveys are planned at this time.

**Next meeting:** Monday, November 5, 2018, 12:30-1:30 pm, Northwoods Clubhouse Mezzanine Room

### **GPC Communications Task Force Charter**

- Represent the General Plan Committee to all constituencies
  - Chair is the single voice of the Communications Task Force
- Collaborate with the GPC Amenity Task Forces and Support Task Forces
- Collaborate with the Tahoe Donner Communications Department
- Gather input from relevant constituencies as needed
- Utilize modern and appropriate tools and methods
- Measure success in each area
  - SMART: Specific, Measurable, Achievable, Relevant, Timely

### **GPC Communications Task Force Roles, Responsibilities and Process**

1. Task Force Chairs determine messaging needed and inform the CTF Chair as early as possible
2. CTF Chair schedules all task force communications with TD Staff
3. Task Force Chairs review and approve the content produced by their task forces, then send it to the CTF Chair
4. CTF Chair reviews content and resolves questions/concerns with Task Force Chairs
5. CTF Chair sends content to TD Staff and is liaison for questions/concerns
6. CTF Chair and Task Force Chairs review final layout and return changes or approval in the timeframe requested by TD Staff