

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS' MEETING

April 27, 2019
Northwoods Clubhouse
9:00 a.m.

AMENDED
April 19, 2019 Item 18

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to members, but not the general public.

Members have the opportunity to make comments during each Agenda item in person at the meeting or via teleconference call. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Agenda items shall be designated either as an "Action" or a "Discussion" item. Items listed as Action will include discussion and are intended for the Board to make a determination on. Items listed as Discussion are intended to inform the Board on topics that might later be brought before the Board as Action items. *Board Resolution 2017-2.*

This meeting is being recorded and broadcast live.



Please silence your cell phone.

OPEN SESSION

- 1. 9:00 a.m. Call to Order / Call for Quorum**
(Jennifer Jennings, Board President)

Opening Procedures:

- Pledge of Allegiance

2. 9:01 a.m. Member & Director Comments

Property owners' comments are welcomed at this time for matters not on the agenda and are limited to three minutes. However, members may submit additional comments by email to the Board at board@tahoedonner.com. The Board president will recognize members to comment on agenda items as they occur. Members will have the option of making comments during the meeting in person, or via teleconference call. Members are requested to identify themselves and to include Unit and Lot Number or Tahoe Donner address. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to report back to the Board concerning such matters and place the matter on a future Board agenda.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors' to conduct business of the corporation.

3. 9:15 a.m. Action: Consent Calendar

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests a specific item to be removed from the Consent Calendar for separate action. Any item so removed will be taken up following the motion to approve the remainder of the Consent Calendar.

- March 22, 2019 Special Meeting Minutes
- March 23, 2019 Regular Meeting Minutes
- Executive Session Report for March 22, 2019
- Executive Session Report for March 23, 2019
- Executive Session Report for April 8, 2019
- 2019 Group Golf Rates
- 2019 Pending Suspension of Membership Rights and Authorization to Record Lien

4. 9:20 a.m. Committee / Task Force Reports

The Board of Directors will review the Committee / Task Force written minutes and reports as a routine monthly procedure, with no board discussion or action anticipated. Specific request from chairs for board Action or Discussion will be agenzized as separate topics. Routine committee membership adjustments will be placed on the consent calendar.

- Architectural Standards Committee
- Covenants Committee

- Elections Committee
- Finance Committee
- General Plan Committee
- Member Engagement Committee
- Tahoe Donner Giving Fund Committee

5. 9:25 a.m. Action: Tahoe Donner Giving Fund – Consider 2019 Scholarship Awards
(Suzanne Sullivan, Tahoe Donner Giving Fund Committee Chair)

The Board of Directors will discuss and consider approving the Tahoe Donner Giving Fund Committee’s recommendations for 2019 Scholarship Awards.

6. 9:35 a.m. Action: Written Resolution – Adding the General Manager function to the Director & Officer section of the Bylaws Update
(Directors Knisley and Fajans)

The Board will review and consider a written resolution requiring the board to add the role of the General Manager of Tahoe Donner to the revised Bylaws as a part of the Governing Documents Project update.

7. 9:55a.m. Action: Board of Director Meeting Dates – May & June 2019
(Board of Directors)

The Board will review planned board meeting dates for May & June 2019, and potentially modify the existing board meeting schedule for these months.

8. 10:05 a.m. Discussion: Proposed New Covenants Rule- Seasonal Fire Ban 45-Day Notification
(Annie Rosenfeld, Director of Risk Management & Real Property)

The Board of Directors will hear member comment relating to the 45-day notice published in the April TDNews for the proposed new covenants rule for a seasonal fire ban.

9. 10:35 a.m. Action: Tahoe Donner Limited Abilities Persons Golf Club
(Denise Rebar, Homeowner)

The Board of Directors will discuss and consider approving a new club – the Tahoe Donner Limited Abilities Persons Golf Club.

10. 10:50 a.m. Action: Town of Truckee TSSA-1 Fund
(Robb Etnyre, General Manager)

The Board of Directors will consider approving a letter to the Truckee Town Council regarding use of the Truckee Special Services Area (TSSA-1) funds and 2019 projects.

11. 11:10 a.m. BREAK

12. 11:20 a.m. **Action: Third Access Road to Tahoe Donner**
(Board of Directors)

The Board will discuss and may take action on the issue of additional ingress and egress routes for Tahoe Donner.

EXECUTIVE SESSION

13. 11:50 a.m. **Executive Session**

The Board is allowed to meet in "executive session" to discuss certain topics. (Civil Code §4935).

The Board of Directors plan to meet in Executive Session to discuss the following:

- Review of contract bids.

OPEN SESSION

14. 12:15 p.m. **LUNCH**

All members are invited to join the Board of Directors for lunch provided by Pizza on the Hill. The Board Meeting will resume promptly at 12:45 p.m. to Agenda item 15 – Replacement Reserves Expenditure - Governing Documents Project.

OPEN SESSION

15. 12:45 p.m. **Action: Replacement Reserves Expenditure – Governing Documents Project**
(Forrest Huisman, Director of Capital Projects)

The Board will review and consider for approval a replacement reserve fund expenditure in 2019 for the governing documents update project. This is a planned 2019 Budgeted expenditure reserve study item for \$101,000, which per policy, in excess of \$50,000 items requires specific Board approval of expenditure.

16. 12:50 p.m. **Action: Nature Loop Improvement Project**
(Annie Rosenfeld, Director of Risk Management & Real Property)

Following presentation by staff, the Board of Directors will discuss and consider approving 2019 budgeted expenditure of \$60,000 of Reserve Replacement Funds for soft costs relating to permitting for the Nature Loop Improvement project. Per capital policy, expenditures in excess of \$50,000 items requires specific Board approval. Anticipated construction costs are estimated for \$610,000 of Reserve Replacement Funds.

17. 1:10 p.m. **Action: Compensation Study Contract Award**

(Director of Human Resources, Tom Knill)

The Board of Directors will consider awarding a contract to conduct a professional compensation study.

18. 1:20 p.m. **Action: Assignment of Board Director Duties**
(Director Knisely & Director Fajans)
The Board will consider director duties.

19. 1:35 p.m. **Key Performance Indicator Report**
(Robb Etnyre, General Manager)

The Board of Directors will be given an update on Association operations.

Discussion: Trout Creek Expansion Project Report
(Forrest Huisman, Director of Capital Projects)

The Board of Directors will be provided with an update on the Trout Creek expansion project.

Action: Development Fund – Capital Funds Projection Q1 Update
(Forrest Huisman, Director of Capital Projects)

The Board will review and consider for approval the 1st quarter update of the Development Fund’s Capital Funds Projection schedule.

Action: Bermgarten Trail Head Improvement Project – Budget 2019
(Annie Rosenfeld, Director of Risk Management & Real Property)

The board will review plans for improvement of the Bermgarten trailhead scheduled for 2019 using Development Funds & Replacement Reserve Funds for under \$45,000.

Discussion: Short Term Rental Registration Update
(Annie Rosenfeld, Director of Risk Management & Real Property)

The Board of Directors will be provided with an update on short term rental program.

Action: Unaudited 2019 March Statements/Financial Reports
(Mike Salmon, Director of Finance and Accounting)

The Board of Directors will be provided with and consider approving the unaudited financial results for March 2019.

Action: 5501 Committee Report - February
(Mike Salmon, Director of Finance and Accounting)

The Board will review and consider for acceptance the 5501 Committee’s April 1, 2019 review meeting report of February 2019 financial details.

Action: Green Waste Disposal Options

(Annie Rosenfeld, Director of Risk Management & Real Property)

Staff will present the current green waste disposal options available to Tahoe Donner homeowners. The Board of Directors will consider authorizing the use of non-budgeted operational funds to pay for green waste dumpsters during this upcoming summer.

Action: Annual Meeting Program of Speakers and Events

(TDA Staff)

The Board will review and discuss the program of events and speaker(s) for the 2019 Annual Membership Meeting – June 23, 2019.

EXECUTIVE SESSION

20. 2:20 p.m. Executive Session

The Board is allowed to meet in "executive session" to discuss certain topics. (Civil Code §4935).

The Board of Directors plan to meet in Executive Session to discuss the following:

- Appeals (2)
- Contracts
- Legal Issues
- Personnel Issues

OPEN SESSION

21. 4:10 p.m. Adjournment

The next regularly scheduled board meeting will take place on **May 18, 2019** at the Northwoods Clubhouse, Mezzanine Room.

Tahoe Donner Committee Meeting Schedule

- Architectural Standards Committee
 - Next Meeting – May 8, 2019 9:00 a.m.
- Covenants Committee
 - Next Meeting – May 9, 2019 at 3:00 p.m.
- Elections Committee
 - Next Meeting – May 1, 2019 at 9:00 a.m.
- Finance Committee

- Next Meeting – May 9, 2019 at 3:00 p.m.
- General Plan Committee
 - Next Meeting – May 6, 2019 at 2:30 p.m.
- Member Engagement Committee
 - No future meetings have been scheduled at this time.
- Tahoe Donner Giving Fund Committee
 - Next Meeting – May 20, 2019 at 3:00 p.m.

***All committee meetings are held at the Northwoods Clubhouse. ***

As provided for in Civil Code §4920 – Notice of Board Meetings This agenda was posted at least four days prior to the meeting.

Look for board meeting details and supporting documents online at:

<http://www.tahoedonner.com/board/>

Enroll in our electronic communication’s email opt-in program to receive official communications via email. <http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

Robb Etnyre

General Manager

April 16, 2019

Date