

## Tahoe Donner General Plan Committee – June 1, 2019 Meeting Minutes

### Time and Location

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

### 1. Call to order:

The meeting was called to order by the Chair at 2:30 PM.

### 2. Roll Call:

GPC Committee:			Liaisons:	Tahoe Donner Association	
Nan Meek	Rob McCray	Laura Lindgren	Jennifer Jennings, Board	Robb Etnyre	Miguel Sloane
Michael Sullivan	John McGregor	ALTERNATES	Don Koenes - Board 2 <sup>o</sup>	Forrest Huisman	
Jim Beckmeyer	George Rohrbaek	Steve Miller	John Dundas, Fin. Com.	Mike Salmon	
John Maciejewski	Jeff Shellito	Courtney Murrell			

Subcommittee Leaders: Benjamin Levine

Guests: Jim Colbert, Jeff Bonzon, Sally Jones

### 3. Approval of Minutes

Jim Beckmeyer made a motion to approve the minutes of the last meeting. John Maciejewski seconded the motion. A voice vote was called and the majority of members voted in favor of approval.

### 4. Member Input –

No comments were made at this time by the members attending.

### 5. Hold-over items

A. Committee Chair discussions at the last GPC Meeting. – The vote at the last meeting did not receive a proper second to the motion. A roll call vote was repeated and the attached form records that Michael Sullivan was nominated for chair by GPC member Jim Beckmeyer. GPC member Nan Meek seconded the motion. No other nominations were made by any members of the GPC. The vote was recorded by the paper ballot attached. Six (6) members voted in favor of the motion, none voted in opposition and two (2) members abstained. This result shall be forwarded to the Board for approval.

### B. Committee Charter discussions –

Laura has compiled the comments received since the last meeting (see attached) for discussion at this meeting. Further discussion is needed before the GPC finalizes its analysis and report.

### 6. Sub Committee progress reports: Brief reports by Subcommittee leaders

A. Trout Creek Recreation Center (TCRC) - Stubbs, Winther, Huisman, Levine, Sloane, Meagan Hanbury, John Maciejewski, Debbie Meyer, Alan Pontius

a. Report on Progress of Trout Creek renovation - Forrest

b. Current subcommittee activities:

See attached report

B. Trails & Open Space – Levine, Rosenfeld, Bonnard, Bothwell, Cohen, Dana, Englar, Etnyre, Gilbert, Hahn, Jennings, Joaquin, Lindsay, Mahoney, Meek, Miller, Nicol, Phelps, Phillips, Powell, Quan, Simmons, Sullivan, Terrell, Thayer, Thornton, Yohn

At this meeting, the TOS began making plans to conduct a trails and open space member survey in the latter half of the summer of 2019. The survey is anticipated to be in the range of 12 questions and would measure attitudes about trails and open space policies and preferences. Additionally, the TOS discussed Tahoe Donner's history of land purchases and the potential for future land purchases with the aim of establishing criteria that could be

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used to evaluate the merit of potential future land purchases from a recreational perspective. These criteria included: business considerations (particularly regarding cross-country); development threat; trails and open space character threat; trail connectivity blockages and opportunities; and rules, access, and rules enforcement consistency. These recreational criteria are expected to be incorporated into the updated Trails Master Plan to supplement any existing criteria pertaining to fire prevention and operational needs.

- C. Golf Course – McGregor, Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh, Denise Rebar, Keith Williams

Update from 24 May Sub-committee meeting:

- One of the desires of committee is to increase length of Men's Silver/Green Combo too approximately 6000 yards. It appears it can be accomplished in-house at minimal cost. However, we need to insure any changes do not detrimentally impact Ladies' Combo.
- We reviewed recommendations from Cary Bickler on options for completing course renovations in either one year or two years. It was agreed that Bickler's recommendation to complete all work within one season (most probably 2020) would be least expensive and least disruptive. While it would need to be verified, the course would most probably require closure for half the season. With this in hand, Forrest Huisman will proceed with engineering permits to be pursued thru various agencies.
- James has task to coordinate with Coyote Moon to see if some sort of reciprocal arrangement is feasible logistically and financially during TD potential closure 2020—they are receptive but much more in-depth discussions would be necessary prior to any formal arrangement.
- Committee continues to review Revenue Enhancement ideas with intent to "skinny" down the initial concepts with more in-depth analysis
- It is intended to update TD Board at 21 Jun meeting on current status.

- D. Downhill Ski Resort– Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan

The DSR Sub Committee met last on June 3<sup>rd</sup>. The Sub Committee agreed that only two work streams (out of 11) are yet to action for Stage 3 of the CPP: lodge sizing and benchmarking. Lodge Sizing: Forrest and Jim met with Alston Construction and their partners in mid-May regarding the Needs Analysis. They agreed to put together a proposal for generating schematic drawings and a square footage estimate based on the need's analysis. We anticipate a dollar and timing estimate from Alston this month. I'm hoping this final leg of analysis will satisfy the SC's members, allowing them to weigh in one final time on a sizing recommendation.

Benchmarking: This Sub Team met in May to establish a benchmarking framework that can be used with several of our North Tahoe region ski resorts in person to person meetings this summer. The resorts we've chosen to request visits with are Diamond Peak, Mount Rose, Donner Ski Ranch, Soda Springs, and Sugar Bowl. We will additionally spend time with Mr. Koetz, an owner at TD and past exec with Sugar Bowl. We generated a set of topics and drill down questions that outline the framework.

Jim has generated a draft sourcing lead time chart for a lodge replacement effort, should the SC, GPC, and Board choose to move forward. The highlight here is we are close to being inside lead time where funds may be available in the Capital Funds Projection. We will review and critique this tool at our next meeting.

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In light of the activity with Alston Construction and Benchmarking, the SC will skip its July meeting, getting back together August 5<sup>th</sup>. We are hoping to make moves towards graduating out of Stage 3 later this summer. More to come.

E. Northwoods Activity Center – Murrell, Lindgren

The NWAC subcommittee met with staff on May 17 to review amenity parcel schematics and tour the outside areas and indoor facilities. Schematics included the overall site plan, ADA paths and upgrades, storage, parking, and current Clubhouse layout. We focused on what works/what doesn't, pros/cons and opportunities to improve safety, flow, accessibility, parking alternatives, and member enjoyment. All information will be added to the Amenity Master Plan. One member of the subcommittee toured the site for the first time and learned that we had archery and volleyball on site among other recreational activities! The General Manager confirmed that archery would be better suited at the ACAC as it's too hidden and far away from other family activity at the NWAC. All on tour agreed that the Clubhouse is inadequate, cramped and obsolete for current staff and member use. The committee liked the family focus of the pool, playground, creek, grass and restaurant.

Next steps include gathering additional member input this summer from pool users and the tennis club, parking alternatives (cycle paths), and organizing information and member input for Master Plan completion.

F. Alder Creek Adventure Center (ACAC) – McCray, Laura Lindgren, John Maciejewski

We met with Miguel and Mike Peters on May 16<sup>th</sup> to discuss the information collection process for the group's work. This information includes (1) utilization and financial information for operations including skiing, biking, F&B, retail, equestrian and special events, (2) previously explored revenue expansion opportunities for equestrian activities and (3) feedback and suggestions relating to these and other activities gathered through suggestion boxes surveys.

Miguel and Mike provided some information in printout form and we engaged in a useful grounding conversation for the project. They committed to providing additional information in digital format where possible on utilization and financials, survey output (especially ideas for new uses of ACAA) and some details on the special event uses of the facility, including homeowner activities (e.g. club meetings) and sponsored activities, meetings and parties.

Some challenges identified by staff included the summer temperatures on the building's west side which limits its desirability for outdoor activities and parking limitations and opportunities.

Following the receipt of additional information, the working group will conduct a walkthrough/walkaround of the facility, gather information from owners and others about alternative future uses and begin development of a recommendation.

G. Communications– Meek, Murrell, Levine, Sullivan

E-blast

- Trout Creek renovation info is included in regular TD E-blasts
- GPC subcommittees who wish to be in TD or Capital E-blasts should send in request Tahoe Donner News
- June issue contained trails and pools articles from staff

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- July issue will contain the Trout Creek graphic and trails article about True Grit & Tiewonot Trails (staff)
- August content to be determined

### Surveys

- The member survey has closed; results will be presented at June 21 Board meeting
- Trails survey is planned for August
- Future survey needs from GPC subcommittees? Send in request if needed.

### Website

- Input to Communications and Demographics pages are being finalized

### Meetings

- Annual Meeting Booth – 3 posters are planned: 1) capital projects process, 2) Trout Creek overhead schematic of changes, 3) Downhill Ski infographic

#### H. Demographics– McCray, Maciejewski, Sullivan.

The Committee has made requests of Management for information that will be collected over the summer.

#### I. Association Master Plan/Capital Projects Process – Sullivan, Meek,

The focus of attention is on the Amenity Master Plans (APs)

### 7. Finance Committee Liaison report - Steve Miller

Jeff Bonzon filled in for Steve and reported on the financials.

### 8. New Business:

None

### Updated list of Potential Capital Projects:

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

### FUTURE ISSUES TO BE ADDRESSED

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### Adjournment:

The meeting was adjourned at 4:16 PM

### Next Meeting:

The next meeting will be held on July 1, 2019 at **2:30 PM** at NWCH Mezzanine.

### Note, the following committees are not yet active or are on-hold

- i. Marina Recreation Center – Fajans.  
Michael Fajans is currently serving on the Board until June so this subcommittee will be in abeyance until he becomes available.
- ii. The Lodge - TBD  
No subcommittee has yet been formed
- iii. Cluster Mailboxes – Rohrback, Fajans, McGregor  
Subcommittee deactivated. Awaiting direction by the Board
- iv. Employee Housing – Fajans.  
This committee currently tracks the activities of other community groups that are studying or acting on the same issue.

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**GPC Voting Record**

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<b>Date</b>	June 3, 2019
<b>MOTION</b>	

*Michael Sullivan nominated for Chair of the GPC*

The Motion:

	<b>NAME</b>	<b>INITIALS</b>	
Motion by	<i>Jim</i>		Note: motions and seconds must be made by a member
Second	<i>Nan</i>		

	VOTE	YES	NO	ABSTAIN	INITIALS
<b>PRESENT</b>	<b>MEMBERS</b>				
	Jim Beckmeyer	✓			<i>JTB</i>
	Laura Lindgren	✓			Phone at entrance → Recorded by Robb
	John Maciejewski	✓			
	Rob McCray			✓	<i>PHONE</i>
	John McGregor	✓			→ "
	Nan Meek	✓			<i>NM</i>
<i>ABSENT</i> →	George Rohrback				x
	Jeff Shellito			✓	<i>PHONE</i>
	Michael Sullivan	✓			<i>MBI</i>
Was there a quorum (5)?					

<b>ALTERNATES</b>	Alternate votes shall be used if there is no quorum.
Steve Miller	✓
Courtney Murrell	✓

*CM* → "

**COMMITTEE CHARTER DISCUSSION**

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**June 3, 2019**

At the meeting of the GPC on May 6, 2019, the group discussed Resolution 2008-2 governing committees, and reviewed questions from the Board in a memo entitled Committee Policy & Charters Amendments Options for Clarity and Consistency. It was discussed that 2008-2 is an overall document directed at all committees, and that the GPC Charter would be more specific to the GPC.

These Notes summarize the follow-up discussions of Resolution 2008-2 and Its Application to the General Planning Committee (“GPC”), on June 3, 2019. The prior notes contain more detail about the May 3, 2019 discussions, which were more wide-ranging, as well as additional comments. This summary is intended to reflect the follow up discussions on June 3, and to reflect the points on which there was general consensus or clear positions.

### I. Selection of Committee Members

The current policy provides as follows, under “Committee Membership Management:

*“4. By November 1 of each year, it shall be responsibility of each committee chairperson to submit to the Executive Assistant, for inclusion in the November board meeting agenda, a compilation of all requests received for either initial appointment or reappointment, along with the committee’s recommendation with regard to such requests. At its November meeting, the Board shall receive and consider these compilations and recommendations in anticipation of acting upon them at its December meeting.*

*5. Where a qualified prospective new committee member has applied and is being recommended for appointment, and the committee’s roster of regular members is full, the new member’s application should be given preference when requests for reappointment are also being considered.*

*“6. At its December meeting, the Board shall make the appointments/reappointments it deems appropriate....”*

Members at the prior meeting were of the general view that par. 5, which gives priority to new members over all other criteria was not desirable, and this paragraph should likely be eliminated. Instead, the members were of the view that recommendations and selection should be based on specified criteria as follows:

1. The Committee will recommend to the Board from among the applicants based on (1) committee talent mix, (2) qualifications, (3) new applicants, and (4) demonstrated interest. (The overall mix of the committee should be considered in order to balance efficiency, knowledge, continuity and the desirability of new perspectives.)
  
2. The Board selects from among the applying candidates based on (1) committee talent mix, (2) qualifications, (3) new applicants, and (4) demonstrated interest. The Board will consider, but is not bound by, the Committee recommendations.

The members were in agreement that the Committee should make recommendations to the Board as to member appointments, but that the Board would have the final say and did not necessarily have to follow the recommendations. This seems to be the system contemplated in pars. 4 and 6, so no change would have to be made other than the elimination of par. 5

One member also discussed whether there should be a requirement that an applicant attend a specified number of meetings before applying to the Committee. The Covenants Committee Charter requires that an applicant first attend 3 meetings; I did not see any such requirement in the Finance Committee Charter.

So, there is an open issue as to whether there should be a specific requirement, or if attendance would be one of the factors considered in determining “demonstrated interest.” The latter approach provides more flexibility, and does not create what may be perceived as exclusionary or a

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burden to member participation, but the need for an applicant to be familiar with the workings of the committee is also important.

Demonstrated interest should also include a show of willingness by the applicant to put in the time and effort to do the work of the committee.

### II. Nominations for Applications

Members were in general agreement that the Board or the Committee could suggest that a member apply for a position, or that any member with interest could self-nominate by submitting an application.

The second section 1, under Committee Member Management, states that

*“All prospective new committee members wishing to be appointed, and current committee members desiring reappointment, shall submit [an application] to the Executive Assistant....”*

This implies that anyone with an interest can apply, regardless of whether they were recruited by the Board, the Committee, another member or self-recruited, and thus seems to reflect the practice favored by the members.

### III. Chairman and Member Tenure

There was also discussion of balancing the need for continuity and for new members through the tenure process. Following up on the prior discussions, there seemed to be general agreement that:

Chairman: Extend the term of the Chairman to two years, with option for an additional one-year [or two-year] term if there are no other members who are seeking the chairmanship, subject to Board approval;

Member Terms: Membership terms, as now, would be for two years and staggered for continuity (see Section 8 of the current policy), but would not be “finite” as section 8 now says, but with so many caveats that it is meaningless and confusing. (So, striking the word “finite” is recommended.) Each member could be reappointed for up to two additional terms, with a required hiatus before rejoining that committee. However, in the event that a qualified applicant is not otherwise available, the hiatus would not be required and the Board could reappoint the member for additional terms.

### IV. Duties of Vice-Chair

There was discussion at both meetings as to whether to make the Vice-Chair position more formal as to duties, to take some of the burden off the Chair. Suggestions included having the Chair draft the minutes (as well as the current duty of conducting meetings when the Chair is not present). Members also expressed that it was important not to make the duties so explicit that needed flexibility would be lost.

If the group finds this helpful, it might be better addressed in any revised GPC charter as opposed to 2008-2 so long as permitted under the overall 2008-2 policy.)

Most members did not want to explicitly state that the Vice-Chair would automatically, or likely, be appointed as Chair when the Chairperson stepped down, but to leave this to the decision-making and vote based on the factors and issues at the time

### V. Subcommittees Co-Chairs/Members

A number of the members were of the view that a member of the GPC should be a chair or co-chair, or at least be a member of, any subcommittee or task force. This would ensure that the Committee itself, which will ultimately be responsible for any recommendations to the Board, will have representation and be adequately involved.

If desired, a decision would have to be made as to which document it should be addressed in, i.e., the overall Resolution or GPC Charter.

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There was no enthusiasm for revisiting the title of “sub-committee” for some of the amenity working groups.

### VI. Minority Reports

The consensus seemed to be that, in many instances, a range of options with recommendations as to pros and cons would be made to the Board. In such a case, there would be no need for a minority report. However, a Minority Report may be desirable on occasion, or some members may want to present one, and there should be no prohibition on doing so.

### VII. Alternates

Most members were of the view that Alternates were not needed on the GPC, and that all members should be voting members. This could mean that the membership on the committee would need to be increased from 9 to 11 members. While this is a much larger number of regular members than the other committees, some thought that this could be helpful given the current workload of the committee and the desire that a Committee member be a chair or co-chair of any subcommittee.

### VIII. Training New Members

There was general agreement on the need to train or mentor new members so that they can be up to speed and effective as quickly as possible. It was discussed that this did not need to be a formal provision, but a policy that should be adopted by the GPC. One way to do this would be to assign an experienced member to assist the new member, or have the new member and mentor select each other. In the past, Michael Sullivan has often met with and provided background information to new members to get them up to speed, and this is a good example of the process, which could be more formalized with the work spread out more equitably.

***Report Submitted to the GPC by Laura Lindgren***



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### **TCRC STATUS REPORT**

TCRC MPS Report of May 21 Master Plan subcommittee meeting.

All members either present, calling in, or submitting e-mail comments.

Reviewed TCRC Staff Long Term Aquatic/ Pool Recommendations, recommendation from Courtney Murrell (liaison from NWAC to TCRC MPS), consideration of replacing chlorination of pools with salinization, consideration of obtaining further information on replacing current heating elements with a boiler system.

Summary:

1. Recommended retention of current chlorination system.

2. Consensus that replacing current pool and hydronic heating system with a high efficiency boiler system would be advantageous and was needed for upgrade.

Recommendation: Staff conduct further study to determine BTU output needed to replace current independent heating elements, cost and brand, cost to operate, and warranty and annual repair estimate. If all specs are acceptable, this could be a near term RRF funded project.

3. Longer term “wants” proposed by Staff:

(1) Locating a new splash pad area across the from the parking area behind the pool house; (2) creating a new hot tub for children between the current rec pool deck and the playground; (3) expanding the current 3 lane lap pool to have 6- 8 ft. x 75 ft. lanes; (4) connecting the 2 hot tubs by the lap pool to enable increasing the user load from 22 to 50 people.

Also, recommendation from Courtney Murrell for construction of a 2 ½ ft. depth warm pool between the rec pool deck and the playground.

Consensus that 1-4 were longer term potential projects for Development Fund consideration (5 years out or longer), but that Staff should continue looking into cost estimates and also seek Association Member input. The suggestion for a warm pool for child play, swimming lessons, and swimming practice received a number of supporting comments. Placing this between the rec deck and the playground would also enable expansion of the red pool deck on that side of the rec pool. Comments received from Association Members on rec pool area overcrowding have seemed to be more due to use of deck space than of actual in-pool capacity and Courtney’s suggestion would help with that.

3. Consensus that layout of aquatic area should aim to families together by positioning family friendly area adjacent to the rec pool, creating a family friendly zone around the rec pool

The next TCRC MPS meeting will be scheduled for Tuesday, June 18, 3:30-5:00, Mezzanine. Guests are welcome. A call-in number will be provided.

Agenda: Discussion of ideas for use of current playground and basketball court area and review of ideas from Staff going back to 2009 on TCRC improvements.