

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS' MEETING

January 31, 2020
Northwoods Clubhouse
9:00 a.m.

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.
The times listed for each agenda topic are approximate.



Please silence your cell phone.

OPEN SESSION

- 1. 9:00 a.m. Call to Order / Call for Quorum**
(Charles C. Wu, 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.

- December 14, 2019 Meeting Minutes
- Executive Session Report
 - December 6, 2019
 - December 9, 2019
 - December 11, 2019
 - December 12, 2019
 - December 14, 2019
 - December 18, 2019
 - December 30, 2019
 - January 13, 2020
 - January 16, 2020
- Monthly Unaudited Financials- December 2019
- Letter in Support of Truckee Fire Protection District Ordinance 2019-X-Seasonal Outdoor Fire Ban
- Giving Fund Committee Charter and Appointments
- Proposed Revised 2019 -3 Resolution Overview of Board Governance (2017-2 Amended)

- Proposed Revised 2020-X Delegation of Authority for Architectural Standards Improvements (2016-2 Amended)
- 5501 Report – November
- Transfer of Funds Authorization

4. 9:45 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
- Tahoe Donner Giving Fund Committee

5. 9:50 a.m. BREAK

6. 10:00 a.m. Report: 2020 Architectural Standards Fee Schedule 45-Day Notice Member Comment

(Rod Whitten, Chair of the Architectural Standards Committee)

Per our Bylaws the members will have 3 minutes to verbally comment on the 45-Day Notice for the 2020 Architectural Standards Fee Schedule. Discussion and action will be completed at the February 22 Board meeting.

7. 10:15 a.m. Report: ADU 45-Day Notice Member Comment

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

Per our Bylaws the members will have 3 minutes to verbally comment on the 45-Day Notice for Accessory Dwelling Units and Junior Accessory Dwelling Units. Discussion and action will be completed at the February 22 Board meeting.

8. 10:30 a.m. Action: Committee Charters and Committee Appointments
(Board of Directors)

The Board of Directors will review and approve revised committee charters for the 5501 Audit Committee, General Plan and Finance Committees. The Board of Directors will take action on membership reappointments and initial appointments to the committees.

9. 11:00 a.m. Action: 2020 Committee Goals
(Committee Chair)

The Board of Directors will consider approving 2020 goals for each standing committee:

- Architectural Standards Committee
- Covenants Committee
- Elections Committee
- Tahoe Donner Giving Fund Committee

10. 11:15 a.m. Action: 2020 Election Procedures and 2020 Fair Campaign Guidelines
(Bette Rohrback, Elections Committee Chair)

The Board of Directors will review and consider approving the 2020 Election Procedures and Fair Campaign Guidelines.

11. 11:25 a.m. Action: - Senior Transition Team Update
(Annie Rosenfeld, Miguel Sloane, and Michael Salmon)

The Board of Directors will receive an update of accomplishments/future initiatives from the Senior Transition Team. The Senior Transition Team will also discuss the management objectives and proposed new objectives on financial transparency and employee development. The Board may take action on the new objectives.

12. 11:45 a.m. Discussion: General Manager Transition Update
(Board of Directors)

The Board will provide an update on the General Manager transition status.

13. 12:00 p.m. LUNCH

All members are invited to join the Board of Directors for lunch. The Board Meeting will resume promptly at 12:30 p.m. to Agenda item 14.

14. 12:30 a.m. Discussion: Quarterly Financial Update
(Michael Salmon, Director of Finance and Accounting)

The Board of Directors will be provided a quarterly financial update.

15. 1:00 p.m. Action: Capital Projects Update
(Jon Mitchell, Director of Capital Projects)

The Board of Directors will be briefed on actual capital projects spending vs. budget and forecasted expenditures for 2020. The Board may provide direction to staff on budgeted and new projects.

The Board may also provide direction to staff for non budgeted capital projects such as generators for TD facilities which do not have power redundancy.

The Board of Directors will receive an update on the Trout Creek Recreation Center expansion project.

16. 1:30 p.m. Discussion: Tahoe Donner Forestry
(Bill Houdyshell, Forester)

The Board of Directors will receive a year end report from Forestry and planned projects for 2020.

17. 2:00 p.m. Action: Public Safety Power Outages 2020
(Annie Rosenfeld, Director of Risk Management and Real Property and Jon Mitchell, Director of Capital Projects)

Staff will present to the board preliminary indications that the Truckee Donner Public Utility District's energy provider, NV Energy, will be imposing public safety power outages in Truckee in 2020 to avoid catastrophic wildfires. Staff presentation and discussion will include plans to communicate with members and internally about PSPs, and providing the board with information on generators at TD. The board may provide direction to staff on potential capital projects such as generators for TD facilities which do not have power redundancy.

18. 2:30 p.m. Executive Session (closed to members)

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:

- Legal Matters
- Personnel Matters
- Contracts
- Approval of Executive Session Minutes

19. 5:00 p.m. Adjournment

The next regularly scheduled Board of Directors meeting will be on **February 22, 2020** at the Northwoods Clubhouse, Mezzanine Room.

Tahoe Donner Committee Meeting Schedule

<https://www.tahoedonner.com/wp-content/uploads/2019/07/Committee-Meeting-Schedule.pdf>

- Architectural Standards Committee
 - Next Meeting – February 12, 2020 9:00 a.m.
- Covenants Committee
 - Next Meeting – February 13, 2020 at 3:00 p.m.
- Elections Committee
 - Next Meeting – February 5, 2020 at 1:30 p.m.
- Finance Committee
 - Next Meeting – February 13, 2020 at 3:00 p.m.
- General Plan Committee
 - Next Meeting – February 3, 2020 at 2:30 p.m.
- Tahoe Donner Giving Fund Committee
 - Next Meeting – February 17, 2020 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:

<https://www.tahoedonner.com/members/governance/board-meetings/>

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/>

Robin Bennett
Executive Assistant

January 21, 2020
Date