



STAFF REPORT

December 8, 2021

TITLE: 2022 Committee Annual Task List

RECOMMENDATION:

By motion:

- 1) The Board consider and/or modify the Committee annual task list.

BACKGROUND: Per Resolution 2021-5, Committee Policy at its December meeting, “the Board shall consider approval and/or modification of the Committee annual task list.

COVENANTS COMMITTEE

The committee discussed the drafted goals for 2022 as follows:

1. Continue to monitor and enforce all Covenants Rules.
2. Implement the revised Covenants Enforcement Procedures after Board approval.
3. Develop a committee policy statement regarding committee member goals, expectations, conduct and implementation of the revised procedures.
4. Hold a committee member training workshop to review the revised procedures and policy statement.

ARCHITECTURAL STANDARDS COMMITTEE

The committee reviewed the goals for 2021 and drafted goals for 2022 as follows:

1. Continue to hold design reviews and hearings.
2. Proceed with the recommendation for the proposed Homeowner Inspection Program revisions to the board.
3. Proceed with the recommendation for the proposed Exterior Light rule revisions to the board.
4. Review and update as needed, the ASC Rules, to comply with current best practices, and changes in State Law.
5. Draft a landscaping policy at the direction of the Board.





TRAILS & OPEN SPACE COMMITTEE

Tahoe Donner Association Trails & Open Space Committee 2022 Task List

1. Work collaboratively with staff to support completion of the Trails Master Plan (“Plan”), with Board final approval anticipated in 2022. This task includes, but is not limited to:
 - A. Advising and working collaboratively with staff and their consultant(s) to complete the Plan and prepare it for Board approval.
 - B. Working collaboratively with staff on the member outreach component of the Plan project.
 - C. Advising and working collaboratively with staff to support post-Plan adoption implementation.
2. Assist and advise staff as needed with interim planning, policy, and communications prior to the Plan’s completion and approval.
3. Work with the staff, the Board, and the Finance Committee to support sufficient funding for the stewardship, maintenance, and improvement of Tahoe Donner’s land-holdings and trail system. This task includes, but is not limited to:
 - A. Participation in Tahoe Donner’s annual budget workshop process.
 - B. Review the Association’s Replacement Reserve Fund schedule as it pertains to land management concerns, and recommend changes, updates, and/or additions as warranted.
4. Work with staff to adapt the US Forest Service’s “Trail Management Objectives” classification system for implementation in Tahoe Donner by the Land Management Department.
5. Work with staff to promote more carbon-neutral land management practices in Tahoe Donner.
6. Cooperate and collaborate with other Tahoe Donner committees as warranted on issues of mutual concern. This task includes, but is not limited to:
 - A. Working with the Long-Range Planning Committee on active-transportation and circulation planning. This includes identifying and benchmarking local, regional, and national planned communities in which amenities are connected via Class 1 paved trails and/or native surface trails.
 - B. Ensuring that the LRPC is aware of the employee housing challenges affecting Tahoe Donner’s land management.
 - C. Working with the Finance Committee as noted in 3 above.
7. With a special focus on opportunities where mission alignment between other land holders and Tahoe Donner may create opportunities for mutual benefit, work with staff to identify open space acquisitions, rights-holding interests, and/or other real property opportunities that may be advantageous to the Association.
8. Work with staff, clubs, trail users, and other bodies to support increased member stewardship of Tahoe Donner’s trails and open spaces.





9. Organize member outreach and member events to encourage positive member involvement with the committee and the Association's Land Management Department.
 10. Post-Plan adoption, review the TOS charter for consistency with the Plan, and recommend changes to the charter if necessary.
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2022 Election Committee Goals

1. Review/Revise/Update formats for Elections Committee sponsored candidate and membership engagement events
 2. Evaluate 2021 Campaign Guidelines, determine if revisions or additions are needed
 3. Continue campaign spending investigation; amass information and consider drafting resolution to the Board
 4. Continue recruitment of one new committee member
 5. Prepare another committee member to assume the role of Committee Chair
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Tahoe Donner Association Finance Committee 2022 Task List

The following list of Committee Tasks developed by the Tahoe Donner Association ("TDA") Finance Committee for presentation to the TDA Board of Directors for their approval. The tasks include "Recurring" and "Special Tasks", defined in the TDA Finance Committee Charter (the "Charter").

Recurring Tasks

Monthly

1. Review Actual to Budget and Year to Date Financial Performance
2. Participation in 5501 Subcommittee Meetings

Quarterly

3. Review of Association's Reserve Fund Investments
4. Review Development Fund and Replacement Reserve Fund activity

Annually/Seasonally

5. Review of year-end Balances/Activity: Operating and Capital Funds (January/February)
6. Review Annual Budget and Participate in Process (July through October)
7. Review Annual Report (March/April)
8. Review with Annual Audit (March/April)





9. Review seasonal financial results for larger amenities, e.g., Golf, Downhill and Cross-Country Skiing, and other amenities/business units as directed by the Board (End of Winter and Summer Seasons)
10. Review Financial Policy Resolutions
11. Fill any Committee vacancy as they occur with qualified candidate(s)

Special Tasks

1. Support the Director of Finance & Accounting's ongoing efforts to improve TDA's periodic reporting of financial results and operating performance to the Board of Directors and Owners. The goal is to make the financial reports shorter, easier to read, more understandable and therefore more useful.
2. Embed a member of the Finance Committee in the Downhill Ski Lodge Task Force to offer his/her advice on the financial and funding aspects of the planned replacement ski lodge. Provide support as needed to Task Forces and ad hoc committees created by the Board, such as for major building replacements and other capital investments.
3. Work with the Deputy Chair of the FC (i) to complete a current inventory of TDA buildings and the projected timing and costs of their replacement, (ii) to evaluate reserving alternatives and agree a recommendation to the TDA Board and (iii) present a revised Development Fund Policy to the TDA Board for approval which reflects the agreed reserving alternative.
4. Work with the GM and Deputy Chair of the FC (i) to understand and agree the full cost of providing the various amenity and F&B services, (ii) to evaluate pricing alternatives for the various amenities and F&B services, and (iii) to develop an Amenity and Services Pricing Policy for presentation to the TDA Board for approval which best meets the strategic goals of TDA and the interests of its homeowners.
5. Update FC Charter to be in compliance with the newly approved Resolution 21-5, Committee Policy.

