

MINUTES
TAHOE DONNER ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING

April 21, 2022
The Northwoods Clubhouse, Mezzanine and Zoom Webinar
9:00 a.m.

A special, scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Northwoods Clubhouse, Mezzanine and via Zoom webinar on Thursday, April 21, 2022. President Koenes called the meeting to order at 9:02 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

Directors Present: Courtney Murrell, Vice President joined at 9:20 a.m.

Via Webinar: Don Koenes, President
Jim Roth, Secretary
Steve Mahoney, Treasurer

Directors Absent: Charles Wu, Director

Staff Present: David Mickaelian, General Manager
Annie Rosenfeld, Director of Administrative Services
Lindsay Hogan, Director of Communications
Jon Mitchell, Director of Capital Projects
Miguel Sloane, Director of Operations
Todd Martyn-Jones, Director of Finance, Accounting and Business Support
John Groom, Director of Land Management
Patricia West, Recording Secretary

Others Present: Alfred Knotts, Town of Truckee

1. Call to Order / Call for Quorum

2. Member Comments

Board President Koenes invited brief member and director comments on items that are not on the agenda.

Member comments were made regarding:

- A member commented on the golf pack pricing.

- A member commented on another member's member letter about the Town of Truckee's Road Safety Plan.

Members may submit additional comments by email to the Board of Directors at Memberletters@tahoedonner.com (Members are recognized to comment on agenda items as they occur).

3. **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 25, 2022 Regular Meeting Minutes
- April 4, 2022 Special Board Meeting Minutes
- Executive Session Report
 - April 4, 2022
- 5501 Report

Director Mahoney moved to approve the Consent Calendar, seconded by Director Roth. Motion approved 3 – 0 (2 Absent).

4. **Committee / Task Force Reports**

The Board of Directors reviewed the Committee/Task Force written minutes and reports as a routine monthly procedure.

5. **Action: Giving Fund – Scholarships**

The Board received an update on the scholarship funds for the Tahoe Donner Giving Fund.

After discussion, Director Mahoney moved to approve \$200,000 in existing resources for the Impact Scholarships and up to \$40,000 for the Traditional Scholarships for 2022, seconded by Director Murrell. Motion approved 4 – 0 (1 Absent).

6. **Action: Long-Range Planning Committee Board Liaison**

Option A: By motion, appoint a Board Liaison for the Long-Range Planning Committee (LRPC) until the June 2022 Board Election, when a new LRPC liaison will be appointed.

Option B: Take no action, and wait until after the June 2022 Board Election to make a selection for the LRPC liaison.

After discussion, Director Roth moved to appoint Director Koenes for the balance of this term as the Board Liaison for the Long-Range Planning Committee (through June 2022), seconded by Director Mahoney. Motion passed 3 – 1 (Murrell No, 1 Absent).

7. **Discussion: Amenity Access**

The Board of Directors received an update from staff on the Amenity Access Policy.

Director Roth asked about the questions on the survey, expanding options such as multi-pack access and seasonal passes.

Director Mahoney asked for out of the box options to be presented to the Membership, an a la carte option that works for less than four person households, and to make sure to have it this year.

Director Koenes asked will the Association have a goal of revenue-neutral, or value-based. He suggested revising the Amenity Access Policy to an a la carte option. He asked if we have the technology to tie multi-packs to member ID cards.

Director Koenes opened the discussion to Member Comments.

- A member commented on the Association talking about updating the Amenity Access policy for years, resolve the 4 person pass requirement as soon as possible, and prioritize members, not guests.
- A member commented on unaccompanied member guests who are family versus STR guests should have a different fee schedule, goal should be revenue neutral.
- A member commented on not buying a pass for the last decade because of the 4 person requirement, and that members should have priority.

David Mickaelian said the staff would expedite the rec fee portion and prioritize this for the upcoming budget process. He also reminded everyone that there are very differing opinions from Members.

Director Mahoney requested that staff solve the problem of the 4 person pass this year and submit 45 day notice to members about the change, and focus on revenue neutral.

Director Koenes requested that staff address this during this budget cycle.

8. **Discussion: General Manager Update**

The Board of Directors received an update from the General Manager, and may provide direction to the General Manager for future Board consideration. David Mickaelian asked to go out of order from the agenda so that Alfred Knotts, Town of Truckee could present first on Microtransit.

D. Microtransit

Alfred Knotts, Town of Truckee, Transit Program Manager, presented on bringing Microtransit Summer 2022 Pilot Overview to Truckee and a specific route for the Tahoe Donner area to the Donner Lake Marina and to downtown Truckee. This app-based, on-demand van transit option is free to the users. This pilot is from June 25th to September 5th and is available from 10 am to 10 pm. The Town is estimating TSSA #1 funds of \$159k.

David Mickaelian mentioned that it will be partially funded by the Town.

Director Mahoney commented that it looks like the program will look back at the end of the pilot to determine the demand pattern to allocate costs to each route and asked if there are safety benefits.

Alfred Knotts commented that it is safer to not drive in the winter, helps kids get around town without having to walk/bike, and requires lots of training for drivers.

Director Murrell asked if these vans will be taking kids to school.

Alfred Knotts responded that it won't have federal money to do school trips.

David Mickaelian commented that this will assist J1 international visa employees who come to work seasonally without vehicles to move around town.

Director Roth asked to confirm that this program doesn't affect state laws related to density and zoning.

Alfred Knotts responded that this does not trigger anything, as the local transit system already covers that state law.

Director Roth asked for our own due diligence to confirm that this state law will not be triggered. David Mickaelian said we can do so.

Director Koenes opened up to Member Comments.

- A member commented on how many buses and drivers will this program have?
- A member commented on whether riders will be able to be dropped off at trailheads instead of Alder Creek Adventure Center.
- A member commented on the impact on the Tahoe Donner shuttle services.

Alfred Knotts responded that the provider already has drivers and they have drivers they won't have to layoff; the vehicles will be leased and already have a line on the vehicles.

Alfred Knotts said the riders need to be dropped off in a safe location and does not have to be an address, so it could be a trailhead, but this will be monitored and use adaptive management strategies.

David Mickaelian responded that Tahoe Donner will still have shuttles for Truckee Thursdays and still providing shuttles to the Marina on Fri, Sat Sun during peak season.

David Mickaelian said Staff is supportive of this program and wants to ensure the Board is informed and supportive as well.

Director Mahoney said he is generally supportive of this program, but would like to see the letter from the Town about the TSSA 1 funding and use for the next year so that this doesn't affect anything else that might be worthy of funding.

David Mickaelian said the Town does not need our approval for spending TSSA 1. We just received this presentation a few days ago and we need to move on this by next week.

Director Mahoney moved to carry this agenda item to the Saturday, April 23rd meeting. Director Roth seconded it. Motion passed 4 – 0 (1 Absent).

9. Break

The Board took a break from 11:56 am to 12:20 pm.

11. Action: 2021 Audit Report

Kendall Galka, McClintock Accountancy Corp, presented on the 2021 Audit Report. No major findings.

Director Murrell moved to accept the 2021 Audit Report, seconded by Director Roth. Motion passed 4 – 0 (1 Absent).

10. Discussion: Quarterly Financial Update

Todd Martyn-Jones, Director of Finance presented an update on the first quarter financial update.

The Board of Directors asked for page 19 of the presentation to be updated with a comparison to 2019.

David Mickaelian said he would ask IT to automate reports from page 8, 9 and 10.

12. Discussion: Quarterly Treasurer's Report 2021 Q4

Steve Mahoney, Treasurer, reported on the Q4 Treasurer's Report and outlook for 2022.

Discussion: General Manager Update, Continued

- A. Trails Master Plan Update – John Groom, Director of Land Management, provided an update on the timeline for the survey on trail planning.
- B. Forestry Update – John Groom, Director of Land Management, provided an update on mastication, the Skislope fire mitigation project and Alder 89 project.

- C. Summer Recruitment Update – Mike Edmonds, Human Resources Manager, updated on the summer recruiting needs and efforts.
- E. Marina and Pavilion Update – Jon Mitchell, Director of Capital Projects, discussed the Marina and Pavilion Rehabilitation status.

Director Koenes opened for Member Comments.

- A member commented on no custodians in the restrooms at Trout Creek.
- A member commented on 20 Year Capital Planning.

14. Adjournment - Continuation

There was a motion for the Board to continue this open session of the meeting to discuss Microtransit on Saturday, April 23rd by Director Murrell, seconded by Director Mahoney. Motion passed 4 – 0 (1 Absent) at 1:49 p.m.

Submitted by:

SECRETARY’S CERTIFICATE

I, Jim Roth, Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors regular meeting held on March 16, 2022 as approved by the Board members in attendance and constituting a quorum at a duty convened subsequent meeting of the Board.

Jim Roth, Board of Directors Secretary