

TAHOE DONNER LRPC APRIL MEETING NOTES

Meeting Date: April 14, 2022

Location: The Mezzanine Room at the Northwoods Clubhouse and Zoom.

Committee Members:

Joe Balan	Jim Beckmeyer (Chair)	Denise Gauny (Minutes)
Jackie Ginley	Laura Lindgren	Rob McCray
Jerry Meek (Vice Chair)	Dan Simmons	Ward Sproat
Michael Sullivan	Mike Vivas	Keith Williams
Jon Mitchell (Staff)		

Guests: Lindsay Hogan, TD Communication & Member Relations, Benjamin Levine, Trails and Open Space Committee Chair, and Peter Sawyer, Trails and Open Space Vice Chair.

Agenda: (* designates attachment to agenda publication)

1. Call to Order & Acknowledge / welcome member guests:
 - Chair called the meeting to order @2:03pm
 - All Committee Members were present either in person or via Zoom and guests were recognized.
2. Action - Motion to approve last meeting minutes (*)
 - Jerry M. motioned to accept meeting notes, Laura L. second. Motion passed 12-0-1 with Rob M. abstaining due to formatting issues with the notes. His comments will be considered for future documents.
3. Discussion – Walk through agenda (*)
 - No comments or changes to meeting agenda.
4. Discussion – Lindsay Hogan to present 2021 Member Survey results
 - TDA actively seeks input from its membership, averaging 4 – 6 member surveys per year. An overview of the F’inn Group, who TDA worked with on this, and previous member surveys was provided. Full results for all surveys can be found on TD.com/survey.
 - Overarching results are that member satisfaction around annual assessment and amenity passes has declined over the past couple of years. After reading through all the member comments, the F’inn Group attributes a large portion of this decline to the “polarization” around the DSL replacement project. Even though this topic was not specifically surveyed, there was a lot of member comment regarding the project and the impact to assessments.
 - Of the people moving into our community, it seems that they are younger than in past surveys: 60% are under 50 (8% are between 18 and 34, 52% are between 35 and 49).

- Trails and Open Space rated highest value and satisfaction, Pizza on the Hill rated lowest. This low rating was likely attributed to it being closed for much of the past couple of years. For complete survey details, please review the full report on the TD Website.
 - The group had several questions and comments around determining the difference between full and part time residents. It is difficult to determine which are full time and part time residents. We also discussed that those labels do fit some of our owners. Some have two primary residences, and this is one. Others spend so much time here, that “part time” doesn’t really capture their usage. TDA has typically used Annual Assessment address, but this method is not always accurate. Lindsay is working with TDPUD and other local groups to see if there is a better way.
 - There were a few comments around using more member/guest usage data to help determine value of amenities and if there is a way to show how much of the annual assessment goes to each amenity. Some of this information is available and has been used.
 - There was some discussion around comparing data from earlier surveys and it was determined that most of the past surveys would provide little insight, except the 2015 Survey, which was used in this report.
 - This member survey is foundational to the work that our committee is doing as we are representing the membership and we need to listen to what they have to say.
 - Slides can be found on the member web page.
5. Discussion - LRPC meeting facilitation approach (*) Jim
- Jim shared a document that he put together that highlights meeting facilitation details. No comments or changes made.
 - Meeting notes have to be published to the Board Book one week in advance of a regular TDA Board Meeting. Because of the timing of our committee meetings, there will be occasions when “Draft” notes will be published to Board Books, and they will be noted as such. Notes are considered final when approved at a committee meeting.
6. Discussion – Intra Committee Communication (*) Jim
- There was/is still some confusion around how and when committee members can talk to one another outside of meetings. We reviewed the “Communication” slide from our training and “dos,” “don’ts” and “cautions” were discussed. Basically, for emails, it is best to copy the chairs and staff liaison on matters relating to committee business and never have discussions or email exchanges in advance of anything that the committee will be voting on.
 - **Committee Action:** Jim agreed to meet back with the chairs for both the TOS and Finance Committees. Potential adjustments include emphasizing these are guidelines, 1:1 phone calls are typically fine, and relaxing one way email traffic language.
7. Discussion – Northwoods & Donner Pass Road roundabout Jon

- Staff Report: Town of Truckee has a very good website where all their project documents can be found. Jon has met with the town three times this past month to get up to speed on projects with potential impact or interest to Tahoe Donner.
 - 3rd Access Road project: in the planning phase. TDA representation at the upcoming meeting (May or June) is needed. He would like this committee to reach out to our community to raise awareness and get people to attend the meeting.
 - Northwoods and DPR roundabout: this is in the Town's 5-year plan, and they believe it has merit so will likely become a project in the near future. There are also roundabout discussions for the 80/DPB off ramp, something around Coyote Moon, and Northwoods and Northwoods intersection.
 - Local Road Safety Plan: there is a draft plan in place for the purpose of securing funding and Northwoods Blvd. is recognized as one of the streets that need some attention. No specific projects at this time, though. Next steps are to prioritize problem areas and create projects. Jon will keep us posted.
- **Committee Actions:**
 - Jon and Laura will talk offline on these topics as they align with her traffic calming initiative.
 - LRPC members should get the word out to Membership about the Town's 3rd Access Road project to get Tahoe Donner Member representation. TDA Marketing is also planning some information emails about the project.

8. Discussion – Finance and TOS liaisons Jim

- Jim met with the Chairs of the Finance (John Dundas) and Trails and Open Space (Benjamin Levine) committees to discuss liaisons. They felt that it was not necessary for each committee to have a separate liaison, for each committee but rather combine duties (ie, Finance Committee has one representative for LRPC, who serves both committees). Some of the group had a different opinion and felt there should be individuals from all committees representing their committee at other committee meetings.
- Laura L. volunteered (and was accepted) to be the Trails and Open Spaces liaison.
- Rob M. and Denise G. both volunteered for the Finance Committee liaison.
- **Committee Actions:**
 - Jim to meet again with John and Benjamin about how many liaisons we will have.
 - Rob and Denise will decide amongst themselves who will be the Finance Committee liaison and report back to the Committee.

9. Discussion – Lists of Fives (*) Dan

- Dan, Rob and Keith facilitated a robust discussion around the committee results for the "List of 5s." Every member of the committee provided input. A summary document was compiled and for the most part, members of the committee were aligned on the top priorities of the survey questions. This information is a very good baseline for better understanding member views, since we are all members. There was a wide variety of

thoughts and approaches. Some took a very specific track answering the questions, some took a higher-level look. It was a good exercise to get us thinking about the task of developing where TD should be in in 20+ years from now. It was mentioned that developing a current state document would provide further base for all LRPC members to understand what is currently being worked on by Staff and other Committees, as well as within existing short term plans.

- Jackie asked about subsidies for trails, since they are the most valued amenity, yet the public uses them. There have been recent grants received for restoration projects and TDA receives a tax benefit for trails public use. Benjamin will reach out to Jackie, off-line to provide further details.
- Now what? The committee needs to have further discussion on how best to use the information and how to present it to others. It was determined that a follow up, mid-term meeting for this topic (prior to May’s scheduled meeting) would be good.
- **Committee Actions:**
 - Dan will survey for availability and schedule a mid-term brainstorming session.
 - Committee member feedback, prior to the brainstorming session, can be sent directly to Dan.

10. Discussion – Next Meeting Date confirmation

- Next meeting is scheduled for May 12th. There are some conflicts with this date, including Jim and Denise.
- **Committee Actions:**
 - Jim will survey for availability and schedule the May meeting. Update: appears May 19th, 1-3PM is an alternative on the table.

11. Adjournment of Meeting

- Chair adjourned meeting at 4:11pm.

Action and Activities List

No.	Description	Responsibility	Status	Completion Date
1	Review 2021 members survey at April LRPC meeting. Staff will work with F’inn on finalizing survey results based on comments from Board and LRPC.	Jon and Lindsay	Complete: Member survey presented at April committee meeting	4/14/22
2	Future high level in-person brain storming session to discuss TD future state. LRPC members support getting together to define TD future state. Further discussion at April meeting to define team to establish process and schedule.	Jim	Agenda item for the May committee meeting	
3	List the 5 things you think are important to TD in these categories	Dan, Keith and Rob	Presented during April 14 meeting. Discussion will continue	

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	1.Important to TD in 20 years 2.Real problems today 3.What LRPC should focus on		at an interim meeting scheduled on April 27	
4	Charter and Mission Statement. LRPC members are asking what our mission and charter are. The LRPC will work together on the charter and missions for review.	Jon, Jim and Jerry	Agenda item for the May committee meeting	
5	Decision making: When to use Robert's Rules of Order and consensus. LRPC members discussed during the March meeting how we should communicate and work together as a team and in sub committees. A sub group led by Rob will develop protocols.	Jim, Rob, Jackie & Jerry	Complete. Jim presented meeting facilitation approach at the April committee meeting	4/14/22
6	Field trip to visit TD infrastructure.	Dan, Jon	Jon to schedule field trip(s)	
7	Meet with the TOS and FC chairs on Intra Committee communications protocols.	Jim		
8	Get the word out to TD Membership about the Town's 3rd Access Road project to get TD Member representation.	All		
9	Decide how many liaisons we will have between committees.	Jim	Complete: Each committee will appoint a member to represent at the other committee meetings	4/18/22
10	Decide who will be the Finance Committee liaison and report back to the Committee.	Rob and Denise	Complete: Denise will represent the LRPC at FC meetings	4/17/22
11	Reach out to Jackie, off-line, to provide further details about TOS subsidies.	Benjamin		
12	Survey for availability and schedule a mid-term List of 5s brainstorming session.	Dan	Complete: Meeting scheduled for 4/27/22	4/19/22
13	Survey for availability and reschedule the May commit meeting.	Jim	Complete: May meeting moved to 5/19/22	4/20/22