

TAHOE DONNER LRPC MAY MEETING NOTES

Meeting Date: May 19, 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)		

Liaisons: Julie Vietor, Don Koenes

1. Call to order & acknowledge / welcome members and guests.
 - a. The Chair called the meeting to order at 1:01pm.
 - b. All Committee Members except Keith Williams (who arrived to the meeting at 2pm) and Joe Balan were present either in person or via Zoom.
 - c. The Chair recognized guests Peter Sawyer (TOS Vice-Chair) and John Dundas (FC Chair).
2. Action - Motion to approve last meeting minutes and action item review (Denise)
 - a. One minor change made to April notes. Updates made to Action Items List, indicating completion of all but three items. Ward S. motioned to approve, with noted changes; Laura L., second. Motion passed, 12-0.
3. Discussion – Walk through agenda (Jim B.)
 - a. No changes were made to the agenda.
4. Discussion – Welcome Julie and Don; quick intro’s
 - a. The Chair recognized Julie Vietor (FC liaison) and Done Koenes (TDA BOD liaison).
5. Discussion – List of 5’s Guidelines updated document (Dan S.)
 - a. Dan S. led the discussion that this is a “living” document, meaning it is a set of guidelines for our group and is subject to review and revisions as our committee evolves. No revisions or comments were received so Dan S. moved to accept the document, Denise G. seconded. Some discussion around how to share the document to provide visibility and transparency. Agreed that it will be attached to these minutes to become part of our formal records. Motion passed 12-0.
6. Discussion – LRPC Move Forward Framework and Work Plan (Jim B.)
 - a. Jim B. met individually with all committee members the first week of May and he reviewed the proposed framework document that resulted from those meetings. The purpose of the proposed framework is to “divide and conquer” the work of our committee, which included three workstreams: Annual Advice and Feedback, Current State Analysis, and Future State Framework.

- b. The Current State workstream will be tasked with creating a baseline viewpoint (document) of what TD is today, by leveraging GPC Docs, Staff Work in Process, Committee Work in Process, List of 5 topics (ie mobility, power grid, etc.), Amenity Comparative Analysis, Finn Survey Results and Demographics, Staff Organization Chart, Town of Truckee plans and any other current state resources available. Jackie G. volunteered that she has access to Real Estate information that she can share if that would be helpful.
 - i. Jim B. asked for volunteers to lead and be on this sub-committee. Dan S. volunteered to lead with Rob M., Denise G., Jon M., Jim B., Joe B., Keith W. to round-out this sub-committee.
- c. The Future State workstream will be tasked with establishing the Model / Roadmap for developing the Future State. Activities include, planning an LRPC workshop (attended by all LRPC members), and defining the agenda for that workshop (stress Need for Current State and may utilize a 3rd Party to Administer the workshop). Use Benchmarking, SWOT Analysis, TD Member Involvement, Town of Truckee planning and any other resources they feel would be helpful in their work. A clarification was made that the initial task of the future state committee is to recommend steps for the creation of the optimal long-term process, specifically including a workshop/retreat. This is important in that that follow-on process should be open-ended for now so that they do not default to a permanent committee as the lead. There is no specific proposal at this time but believe that their best work will be derived from an inclusive process.
 - i. Jim B. asked for volunteers to lead and be on this sub-committee. Jerry M. volunteered to lead, and Michael S., Laura L., Jackie G., Jon M., Jim B., Ward S., and Mike V. will round out this sub-committee.
- d. The Annual Advice and Feedback workstream will be led by Jon M. and all committee members will participate. Work will coincide with the TDA Budget process and will include working with Staff, the Finance Committee, and the Board to review and provide feedback on the 5 Year Strategic Plan, the Annual Workplan, Capital Funds Projection, 20 Year Capital Projects List and any other input deemed appropriate.
- e. Jim B. explained that the Annual Advice and Feedback and the Current State work is “seasonal” in nature and the Future State work could take 18-24 months. We discussed that we need to have patience with this approach as it is new and we may have learnings along the way that might influence our decisions and direction.
- f. The first order of business for each sub-committee is to develop a workplan for their group. Also, our committee, as a whole, should have a workplan, organized and communicated quarterly. Jon M. and Jim B. will get together to do this, utilizing current Staff reports.
- g. There was a request to review the TDA 20 Year Plan to align it with our List of Fives values; Jon M. will send that document to Dan S. to get that alignment going.

7. Discussion – Building Replacement Schedule (Program) review (Jon M.)
 - a. Jon M. stated that TDA has a pretty good Replacement Reserve Plan but that does not include building shells. The goal is to develop a savings strategy for our major building shells. Don K. provided an overview of why we need to take this approach, and all agreed that it is an important topic.
 - b. Jon M. shared a document with the 16 building shells that would be considered part of the “Building Shell Replace/Refurbish Program.” Some of the buildings have been recently refurbished, which has added time to their useful life longevity. We need to have a viewpoint into when money will be needed to replace or refurbish the building and a suggestion was made to order the list in the “remaining useful life” order; Jon M. will reorder the list. There was some discussion around the need for completing a professional analysis of the state of the buildings to really understand if something needs replaced or refurbished. There was also some discussion about needing to understand functional requirements, meaning would it be possible to incorporate function from separate buildings into another to make the overall experience better and eliminate the need for multiple buildings. Jon M. said that this analysis is always done when a building is up for project consideration. A good example is the Yurt at the Downhill ski area and the decision in incorporate that functionality in the new Lodge design.
 - c. Rob Mc. noted (and Jon M affirmed was similar to a consultant’s view) that at the facility-specific level, the program for building the new reserve funds should be back-ended (i.e. not $\text{total projected replacement cost} \times \text{inflation}$ divided by $\text{remaining useful life}$). There are a number of reasons for this including the inability to predict the future 5 decades in advance (e.g. a new ski lodge in 2075) and also the equities involved in a setting where the ownership and general conditions of life and economy will continue to change.
 - d. All felt it would be helpful if there was one document that incorporated this list, the Reserve Replacement Project List, the 5 Year Plan, and the 20 Year Plan so we can see the relationships between all the projects. Jon M. said that can be done.

8. Discussion – Next meeting date confirmation
 - a. The Chair confirmed that our next meeting date is June 9, 2022.

9. Member Guest Comments (Jim B.)
 - a. There were no additional Member Guest comments.

The Chair adjournment the meeting at 2:59pm.

Actions and Activity List

No	Description	Responsibility	Status	Completion Date
1	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	Recommend all members review the LRPC Charter prior to June's mtg. If anyone has questions or comments on it, please recommend it be added to the June agenda. If no one requires it be included in the June mtg, we will consider this action complete.	
2	Field trip to visit TD infrastructure.	Dan, Jon	Jon to schedule field trip(s); targeting June	
3	Get the word out to TD Membership about the Town's 3rd Access Road project to get TD Member representation.	All	Jon will send the link to the Town's project information to the committee	
4	Develop a work and communications plan for our committee.	Jon M. and Jim B.		
5	Review the TDA 20 Year Plan to align it with our List of Fives values.	Dan S.	Jon M. will get the 20-year plan to Dan S.	
6	Reorder the Building Shell Replace/Refurbish Program list in order of remaining useful life.	Jon M.		
7	Create one document that incorporates the Replace/Refurbish Program List, the Reserve Replacement Project List, the 5 Year Plan, and the 20 Year Plan..	TBD	This will likely become part of the Current State Sub-Committee work	