

TAHOE DONNER LRPC JULY MEETING NOTES

Meeting Date: July 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)		

Liaisons: Julie Vietor (FC), Peter Sawyer (TOS), Don Koenes (TDA Board)

Guests: John Dundas (FC Chair), Jim Roth (TDA Board Member)

1. Call to order & acknowledge / welcome TD member guests.
 - a. The Chair called the meeting to order at 2:02pm. All committee members and liaisons except Denise G. were present.
 - b. The Chair recognized member guests John Dundas and Jim Roth.
2. Action - Motion to approve last meeting minutes and action item review (Jim, in Denise's absence).
 - a. The Chair called for a motion and second to approve notes from the June 9th meeting. Motion carried, 12-0.
3. Discussion – Walk through agenda (Jim B.)
 - a. No changes were made to the agenda.
4. Discussion – Current State Sub Committee update, statement of purpose, and next steps (Dan S.)
 - a. The Subcommittee agreed to the purpose statement of “to draft an updateable and accessible description of the current state of Tahoe Donner.”
 - b. The first draft of the Current State Report was reviewed. The report is about 80% complete with some of the sections still needing completion. The Subcommittee is targeting August to have the final draft to present to the full Committee. There are a few categories that need help from Staff to complete and some of the traffic data is still being fleshed out. Dan S. will reach out to Jon M. for help with the information needed from Staff. Denise G. has met with the Town on the traffic data and will meet with the Truckee PD to get the rest of the traffic data (related to animal accidents) she is seeking. This document is a baseline body of work that will be stored electronically to be easily accessed by Members and will be updated at a frequency still to be determined.
5. Discussion – Future State Sub Committee update, statement of purpose, next steps (Jerry M.)
 - a. Jerry M. provided the agreed-upon Future State Subcommittee purpose statement and Goals and Objectives:

- i. **Purpose Statement:** The purpose of the Future State Subcommittee is to assist the full committee in achieving the objectives in our Charter in the development of a long-range plan and vision for Tahoe Donner, by setting and suggesting parameters and a process to achieve this goal. [The Subcommittee will develop a roadmap for full Committee consideration.] The roadmap will outline issues and include a process that includes extensive member outreach, with the goal of ultimately achieving a future state that enhances members' enjoyment of Tahoe Donner, addresses environmental, economic, and quality of life challenges, and promotes a vibrant, outdoor lifestyle based on shared community values.
 - ii. **Goals and Objectives:** SMART Goals (Specific, Measurable, Achievable, Realistic and Timely). The Subcommittee will develop roadmap by year-end, guided by the factors outlined in our charter, including the goals of member enjoyment, member interest, adaptive management (identifying and addressing the changes and challenges we face), environmental stewardship, asset protection and financial responsibility, and conformance with our Governing Documents. The roadmap will include a suggested process for significant and extensive member input into the long-range vision and plan for Tahoe Donner.
- b. Laura L. provided an overview of the draft roadmap/process for defining the future state of Tahoe Donner. The Future State Subcommittee recommend specific categories to document for defining our Future State, which include: Challenges & Changes, What TD should look like going forward, Changes to make to improve Member enjoyment and quality of life, and Member needs and desires on major projects.
- c. Jerry M. reviewed the draft Roadmap document which outlines their initial recommendation for the ongoing process for defining the future state (see attached Roadmap document for specific details). Dates are still TBD, but they want to gain agreement on the process/roadmap, which all agreed was on the right track.
- d. It was discussed, at length, that member engagement and education is crucial to the success of our overall mission. The committee agreed that partnering with TD Marketing and Communications to develop a Member Engagement Program is a very good step. Jim B. advised that he has already met with TD Communications to open the door for this step. There may be TD News article soon as a first step.
- e. Ideas for member engagement included education on what TD would look like if we did nothing, providing alternatives for members to ponder, provide Pros and Cons for alternatives, spot member surveys as people use amenities, essay contests, (ie, "What will TD look like in 20 years"), and leveraging past member engagement practices that were successful (ie, the sign at Trout Creek, showing the changes and someone there to explain and answer questions). Guest, Jim R. added that a "needs assessment" be incorporated to ensure we are not over building or under building.

6. Discussion – Amenity / Building tour plans (Jon)

- a. The amenity/building tour will be July 29th @1pm and Jon M. will send out the invitation for all to join. There was some discussion about a possible second tour in August and that is TBD, depending on how many can attend the July tour.
7. Discussion – Annual Advice & Feedback / Budget Next Steps (Jon)
 - a. Budget documents are being shared with the Finance Committee as well as the LRPC and this topic will be added to the August agenda. It was clarified that the 20-Year Plan is the total list of possible projects without dollars and the 5-year Plan is the schedule of actual projects, with estimated dollars and that project schedules may change based on a variety of factors.
8. Discussion – From June: CFP, Capital Projects Process Review – break out mtg (Jon, Jim)
 - a. Jim B. advised that he added the links to the current Capitol Project Process document to the Current State overview document. There was some discussion about if there is a need to update that process document and it was decided that we may look into that in the future.
9. Discussion – TOS committee liaison update (Laura)
 - a. The TOS committee is very close to releasing their draft TOS Master Plan and input from Membership is welcome. They are looking for a liaison to the LRPC and they are also seeking a Vice-Chair since Benjamin Levine (current Vice-Chair) was recently elected to the TDA BOD and can no longer serve as Vice-Chair.
10. Discussion – Board liaison update (Don)
 - a. Our LRPC workplan was approved at the last TDA Board meeting. Don K. clarified his role as liaison is to ensure that we (LRPC) are staying on track with the TDA Board's (and our Charter's) expectation of our responsibilities and activities, and he will do his best to “stay out of the weeds” and keep his focus on the outcomes.
11. Discussion – Old action items, new action items (Jim, in Denise's absence)
 - a. See Action and Activities List below for updates.
12. Member Guest Comments (Jim)
 - a. The Chair recognized Member Guest, Jim Roth. Jim R. commented that this committee should make sure to keep an open-minded view to the future state and not just make recommendations based on the status-quo.
 - b. The Chair recognized FC Liaison, Julie Vietor. Julie V. commended the entire committee for the amount of work accomplished and how organized the work is. She also commented that generally speaking, our membership is “relatively apathetic,” given the make-up of second homeowners and based on turn-out in elections and we need to “peak” members' interest as we are seeking their engagement.

Meeting adjourned at 3:56pm

Actions and Activity List

No	Description	Responsibility	Status	Completion Date
1	Field trip to visit TD infrastructure.	Jon	Field Trip scheduled for July 29 th @1pm	
2	Create a user guide that explains the relationships between the Replace/Refurbish Program List, the Reserve Replacement Project List, the 5 Year Plan, and the 20 Year Plan.	Jon M. and the Finance Committee	Still working on this; targeting August	
3	Add an agenda item to review the CFP, Capitol Projects and the related processes to our July meeting and Jon M. will provide the current process documents	Jim B. & Jon M.	Added to the August agenda	
4	Finalize Current State Report	Dan S./ Current State Subcommittee	Targeting August completion	
5	Finalize proposed Future State process roadmap	Jerry M./ Future State Subcommittee	Updated version to be presented to the LRPC at the August mtg.	
6	Discuss / review the Strategic Plan at the August LRPC mtg.	Jon		
7	Member Communication and education next steps with Lindsay at Aug. mtg	Lindsay/Jim		