

# TAHOE DONNER LRPC OCTOBER MEETING NOTES

**Meeting Date:** October 13, 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), Julie Thornton (TOS), Don Koenes (TDA BOD)

**Guests:**

1. Call to order & acknowledge / welcome member guests; “please hold comments” (Jim)
  - a. Chair called the meeting to order at 2:02pm. All Committee Members except Mike Vivas (who joined shortly after) were present. All Liaisons were present. No Member Guests were recognized.
  
2. Action - Motion to approve September meeting minutes (Denise)
  - a. Denise G. advised that one minor change from the last version of the notes was made. Julie Vietor was not in attendance at the September meeting. With that update, Rob Mc motioned to approve, Joe B, seconded; all in favor. Motion passed 12-0 (Mike V. not present).
  
3. Discussion – Walk through agenda (Jim)
  - a. No changes were made to the agenda.
  
4. Discussion – Current State Report - LRPC Member Input (Dan / All)
  - a. The most recent draft (and hopefully final draft) was sent to the full committee yesterday. Some members stated that they did not receive the latest draft. The draft was resent to the entire committee.
  - b. Dan S. provided a historical overview of the document’s composition. The Current State subcommittee was formulated in May. The first draft of the Current State Report was reviewed in the subcommittee in June/July and another draft was produced. The Full Committee provided input In August/September, leading to this final, comprehensive report. Dan S. is asking for document approval from the full committee so it can be sent to the TDA Staff, and Board for approval and publication.
  - c. Julie V. asked if this report can be sent to the Finance Committee as they are working on a FAQ document, and they should be in sync with this report. Don K. pointed out that this is not an approved document until the Board approves it which will likely be in the December/January timeframe. Several committee members expressed the opinion that committee recommendations such as the Current State report should be sharable as part of our record of proceedings with other committees, etc. Concerns were expressed about the value

- of sharing to (1) gain more input to improve the document, (2) inform other volunteers and members and (3) affirm the role of the committee to make recommendations that are subject to broader consideration.
- d. Jackie G. asked where the solar/underground opportunities were outlined and more specifically, our use of fossil fuels. The committee agreed that solar/undergrounding are considered future state topics. Fossil fuels use is addressed in the Risks section of the Current State report. Don K. also pointed out that TDA will spend a fair amount of money in the upcoming year to maintain the current state of our fossil fuel dependency, by way of replacing the current diesel fuel infrastructure, which is required to support many of our operational systems.
  - e. Laura L. believes that the current footnote on page 1, regarding TDA's tax status as a 501 C (4) should not cite the IRS Revenue Ruling but rather TDA's Articles of Incorporation or remove the reference altogether. There was much discussion about the pros and cons of leaving it, removing it and/or adding a different reference. All agreed that this topic is much larger than our committee's Current State Report so the reference will be removed from this draft of the report.
  - f. Jerry M. asked about how we capture the current state of our buildings/facilities. Jon M. pointed out that in the Report, we reference the 20-year and 5-year plans which address how the Association is prioritizing building replacement projects.
  - g. Page 36 (the impact of full build-out of the TDA and the impact on amenities and overcrowding) was updated. Rob Mc. pointed out that we may never have "full build out" as there are some amenity only lots, some lots owned by people who have one house and one open lot and don't want to build on their second lot, etc. so we cannot say it is a foregone conclusion that our amenities "will" be impacted in the future; all agreed to change the verbiage to "potentially" being impacted.
  - h. Keith W. stated that some of the statistics in the "Tahoe Donner by the Numbers" section don't match some of the numbers in other sections of the report (specifically, page 2 and page 6 need to jive). Keith W. and Dan S. will get together to shore-up.
  - i. There were some changes made by Dan S. to page 20 (Member Cost of Amenities) during the meeting to add "user fees" and "public fees" as part of the amenity funding sources.
  - j. Don K. suggested that as an appendix, we should add a lexicon, so that terms used in the report are clearly defined for the readers. Denise G. volunteered to take-on this task.
  - k. Mike V. asked where the current state of TDA's IT Infrastructure is located. Dan S. advised that it is not in this draft as Staff has not had the bandwidth to produce the information needed. We should not wait the weeks it will likely take to get this information, so it is in our best interest to move forward to approve the report without that section and add it when we get the information. A recommendation was made and accepted to create a placeholder in the Current State report for an IT section.

- I. Jim B. laid out our options to proceed:
  - i. Adopt/Approve the report today, with the suggested edits updated during this meeting, removal of the Revenue Ruling footnote, addition of the lexicon, and addition of the IT Infrastructure section when received.
  - ii. Make all the updates and suggested edits in the coming weeks and bring the report back for approval in the November meeting.
5. Motion – Adopt Current State Report (Jim / Dan / All)
  - a. Rob Mc motioned to proceed with option i (adopt/approve today with suggested edits and additions), Denise G., second; all in favor. Motion passed 13-0.
6. Motion - Adopt the Future State Roadmap (Jerry / All)
  - a. Jerry M. provided a brief overview of version 13 of the Future State Roadmap document and called for a motion to approve. Ward S. motioned to approve, Michael S., second; all approved. Motion passed 13-0. Version 13 is attached to these minutes.
  - b. There was a discussion that the LRPC November meeting will be dedicated to working on completing Step 1 and beginning discussions on Step 2 of the roadmap. Joe B. will lead a 4 hour, in-person workshop with the committee. Some committee members will not be able to attend in person so a Zoom option will be made available. The workshop will be held on November 10<sup>th</sup>, from 1pm – 5pm. Joe B., Jerry M., and Jim B. will conduct the pre-work for facilitating the workshop.
7. Update on the TOS committee (Laura L. / Julie T.)
  - a. Laura L. advised that a draft of the Trails and Open Space Master Plan was presented to the BOD at their last meeting. They are targeting November 2<sup>nd</sup> for final approval. All LRPC members should review the Master Plan with a specific eye on the sections around the Class 1 trail around the TDA property and parking lots, as these have implications on our future state and projects.
8. Request for Input via Mail – 2023 Workplan (Jim)
  - a. Jim B. will be working virtually with all committee members to get input and complete our 2023 workplan, which will be approved by the Board in the November/December timeframe.
9. Member guest Comments (Jim)
  - a. No Member Guests were in attendance.
10. Committee Document Sharing (All)
  - a. There was a discussion about where our committee documents are being stored and shared among our committee. Denise G. stated that she has been posting the Action Items and Activities Archive document on the Microsoft Teams Site that Jon M. established. Not many committee members were/are familiar with

## TAHOE DONNER LRPC OCTOBER MEETING NOTES

this site. Denise G. will put together a tutorial and send it out to the full committee.

- b. Jon agreed to get himself, Jim B., and David together to discuss TD's practice of sharing documents with membership. Concerns exist about information sharing that has not been Board approved vs. being transparent with membership about the LRPC's work product. More to come.

### 11. Adjournment of Meeting (Jim)

- a. Chair adjourned the meeting at 4:02pm

### Actions and Activities List

No	Description	Responsibility	Status	Completion Date
1	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	Time constraints are placing this item to pending	
2	Finalize Current State Report	Dan S./ Current State Subcommittee	Complete	10/13/22
3	Finalize Future State process roadmap	Jerry M./ Future State Subcommittee	Complete	10/13/22
4	Discuss / review the Strategic Plan at the August LRPC mtg.	Jon M.	Complete	10/13/22
5	Member Communication and education next steps with Lindsay at Aug. mtg	Lindsay H./Jim B.	Complete	10/1/22
6	Refine 2022 & 2023 workplan and add step for Staff review of Current State report	Jim B.	Jim will continue to work thru this with the committee in October	
7	Work through the process for publicizing committee documents for public consumption	Jim B.	Jim will work with the GM and Staff	
8	Create a lexicon for the Current State Report	Denise G.		

## TAHOE DONNER LRPC OCTOBER MEETING NOTES

9	Add IT Infrastructure section to Current State Report	Dan S./ Jon M.	Jon and Dan will work with staff to get information needed	
10	Create and communicate MS Teams Site Tutorial	Denise G./ Jon M.	The site is only set-up for Current State subcommittee members; Jon will update and get invitations sent out to full committee	