

TAHOE DONNER LRPC SPECIAL MEETING NOTES

Meeting Date: January 09, 2023

Location: The Mezzanine Room at the Northwoods Clubhouse and Zoom

Committee Members:

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

Liaisons: Julie Vietor, Julie Thornton, Don Koenes

Guests: David Mickaelian (TDA GM)

1. Call to order & acknowledge / welcome member guests (Jerry)
 - a. The Acting Chair called the meeting to order at 3:01pm. All committee members except Mike V. and Beth W. were present. Liaisons Julie V. and Julie T. were not present. Guest David M. was recognized.
2. Introduction of our newest LRPC member Beth Wang
 - a. Beth was unable to attend so this agenda item was not covered.
3. 2023 Board's expectations of the LRPC (Don)
 - a. Don K. walked the Annual Task List Background + Overview presentation that was reviewed during the Dec. 16 Board meeting. Per the Policy Resolution 2021-5, committee tasks are to be consistent with the Association's 5-year plan. There should be no committee action without Board approval to keep association resources aligned and focused. We need to ensure that committees do not direct staff. If committees need staff resources, the Committee Chair and Staff Liaison should collaborate to define the need. If the need is aligned with a Board approved task, the Staff Liaison will work with the GM to resource the activity.
 - b. Don K. reviewed how committee Task Lists are formulated:
 - i. The 5-year strategic plan is reviewed for the upcoming year.
 - ii. From that review, the Annual TDA Work Plan and associated Budget are developed.
 - iii. From the Work Plan and Budget, committee Task Plans are developed.
 - iv. Task Lists for each of the various committees are aligned with the individual committee charter purpose statement, which mostly defines committees' reoccurring tasks.
 - c. Don K. pointed out that with all committee charters, an overriding principle is that committees serve the Board and the Staff and are here to provide the member input on a particular topic and/or project. For a specific 2023 task, the Board is looking for this committee to help facilitate a broad range of member input into the Northwoods Campus/Complex in preparation for the 2024 project initiation.

- d. The question was asked about the concept of committees “not directing staff” and if it seemed that the LRPC might be doing so. David M. clarified that on occasion it seemed that the LRPC thought Staff was doing work that they were not, like gathering data. Several members asked to clarify if asking for information was in scope. David M. said yes, asking to get information already in-hand is appropriate but asking Staff to create information, without GM and Board agreement that it is necessary to achieve an assigned task, is not appropriate. All agreed they understood the difference.
 - e. There were several comments about whether Staff will be available for us in the coming year, given that the current Task List contains a task to provide an in-depth analysis of every amenity in Tahoe Donner and we don’t see how we can accomplish this without a heavy Staff involvement. David M. clarified that whatever Task List the Board approves, the GM will ensure appropriate Staff to support.
4. Review 2023 Task List based on Board direction from the December Board mtg: Discuss current task list, discuss additional items of interest for Board consideration (note: any additional items need to be approved by the board), and discuss next steps. (Jerry)
- a. Jon M. walked thru the Task List that was reviewed by the Board on 12/16 and updated based on the feedback received.
 - i. Based on some Staff discussions, the Reoccurring Tasks, which are defined by the Committee Charter, may be removed from all Committee Task Lists as they seem to be redundant.
 - ii. The first Task on our list is to enhance the Current State Report with a qualitative and quantitatively analysis of each TD amenity. Staff and the Board feel the work done on the Current State Report is important and finishing it with these elements will make it an invaluable resource for the Northwoods Campus project and future amenity projects.
 - iii. The second Task is to support Staff with the Northwoods Campus project, including a focus on potential future offerings and other TDA offerings that impact the campus.
 - b. Jerry M. asked if this committee is in support of the Task List as it is presented, and the answer was no. All committee members present offered input. There were concerns about the first task of conducting an in-depth analysis of all amenities and the time and effort that task alone would take. A few members of this committee surfaced a support of putting forth a document developed by Dan S. as our recommended 2023 Task List. Members in support of that felt that Dan’s document more clearly defines the scope of work for 2023. Dan motioned and Rob seconded that we adopt his Task List instead of the one currently being vetted.
 - c. David M. clarified that the Task List being reviewed is the direction that the Board provided in their 12/16 meeting as the tasks they want us to engage in.
 - d. There was some discussion that besides item D on the list Dan has proposed, the two lists contain most of the same items, they are mostly just worded and

ordered differently. Item D is around developing a Long-Range plan. Some committee members feel that the Board does not want us to engage in Long Range planning so we can remove that item. Jon M. clarified that this is not correct. The concern is that given the amount of immediate work to be done, will this committee also have time to work on longer range planning in the coming year. Further, the future state work, which was in the Task List presented on 12/16, was removed per Board direction. David M. added that his job is the help our committee and his Staff be successful and ensure he has the resources available to support the direction from the Board. Some members express that not being able to work on Long Range planning is discouraging, since that is the main reason they joined this committee. Don K. added that the Board does want a long-range plan but starting with the Northwoods Campus as a prototype for a process for developing future plans.

- e. Dan S. revised the motion proposed earlier to add language “as time permits” and to remove the first sentence in item D; Rob M. second.
- f. Jon M. added that he thinks the Board does not want to lose sight of the Current State Report and wants the committee to progress that document so that task should remain. Some committee members want to approve the Current State Report, as is, and “move on.” Others believe it should continue to be a living document and we can add content, such as the detailed analysis of the Northwoods Campus, as amenities and services (as projects) are presented. Jon M. also stated that he would be happy to add some language from Dan’s document to the proposed Task List if that would help.
- g. Jerry M. asked for a vote on the amended motion. David M. cited a Point of Order, based on Roberts Rules, that nothing in the agenda contemplates a vote of any kind so the appropriate action is to come to consensus on a recommendation to the Board. An alternative Task List has been presented and the committee wants a vote. Motion: Resolve that we adopt the following Task List for 2023 with the items to be undertaken as time permits:

Northwoods Campus

Following the Board direction, the LRPC will undertake a member-oriented focus on planning for the Northwoods campus. Committee review needs to include an in -depth look at the deficiencies of the current workspace, use of amenities at the campus, member use of the building for collective activity, development of recreational swimming, use of pizza on the hill, the tennis center, plus consider activities that should be consolidated from Trout Creek. What is the future state vision for the Northwoods campus. The Committee anticipates a detailed presentation on the state of Northwoods and proposed plans for our February meeting. At some point the committee will arrange for a way to provide member input at an appropriate time.

Deficiencies and future capital development of the other amenities and facilities

As has been suggested by Board and Staff, the committee will undertake an in-depth look at each amenity led by staff responsible for the amenity. The end product might be an analysis of the current state of the amenity and facility and an analysis of future capital investment. This is undoubtedly a multi-year undertaking, which is separate from the current state document approved by the Committee in October.

Five- and Twenty-Year Capital Plans

June and July meetings should be devoted to an analysis of the capital plans in time for a committee resolution regarding our views on the various proposals for communication to the Board as the Board and Finance Committee in the process of develop the following year budget.

Future State Work

The Committee has done significant work towards a vision for the future state of Tahoe Donner, and many on the Committee believe developing a long-term vision is important to guide our work. The future state subcommittee should continue its work. The subcommittee should take the “post-its” collection, the raw data from the suggestions in the list-of-fives exercise, the list-of-fives memo approved by the Committee, and perhaps guided by the committee overview of Tahoe Donner pending before the committee (or its most recent version) and produce a draft paper for Committee review on what the future state might look like. The Committee might then convene some sort of community outreach to gather input in accord with the road map.

A vote was taken:

- Yes – 4 (Laura L, Dan S, Rob M, Jackie G)
- No – 2 (Joe B, Keith W)
- Abstain – 4 (Denise G, Ward S, Jerry M, Michael S)
- Beth W and Mike V, not present
- Motion fails

Staff will present the information from this meeting to the Board as informational and possibly as a slide into the Board presentation.

Meeting adjourned at 4:31pm