

May 9 Meeting Notes

Meeting Date: June 8, 2023, 2:00-4:00 PM

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 (Vice-Chair)
Dan Simmons (Chair)	Ward Sproat	Michael Sullivan
Mike Vivas	Keith Williams	Jon Mitchell (Staff Lead)
Beth Wang		

Liaisons: Julie Vietor (Finance), Julie Thornton (TOS), Don Koenes (Board)

1. Call to order & acknowledge / welcome member guests

- The Chair called the meeting to order at 2:03pm. Members Joe B., Beth W., Rob M., and Jackie G. were not present.
- Liaisons Julie T. and Don K. were present. Liaison Julie V. arrived at 2:30pm.
- Member Guest Cathy Ravano was recognized.

2. Action – Approve Minutes of the May 9, 2023, meeting

- The Chair asked for comments or discussion on the minutes. None of either were received. The Chair asked for approval of the minutes without a motion. All agreed. Minutes approved 8 – 0 (4 members not present).

3. Discussion – Reports:

- Chair Report** (Dan). Please sign-up for our Member Outreach. Michael S. has put together a .ppt presentation with comparative financial information. Dan S. will add this presentation to a future agenda. Dan S. will update the Overview Report with information from the 2022 Annual Report. Keith W., Rob M., and Dan S. went through the Staff comments, and he will also revise the report based on those comments. Michael S. add some “food for thought” around ensuring enough historical data to determine what is an actual “risk” and that staff input to help us understand manageable risk is critical.
- Vice Chair Report** (Jerry). We will review our Outreach Plan later in this meeting (Agenda Item 5). Jerry M. also reported that the Finance Committee and this committee’s Chairs will start meeting on a regular basis to talk about commonalities and synergies.
- Staff Lead Report** (Jon). We have received some feedback on the NW Campus project via our webpage. Jon M. will ensure that Dan S. and Jerry M. receive copies of all feedback via the web page. Jon M. will also check to see if the comments are “public” as some of the committee expressed a desire to see the feedback as well.
- Board Liaison** (Don). There is a lot going on. On June 20th, there is membership workshop on Amenity Access and the Town of Truckee Planning Commission will

meet to review findings on the DHSL project. In the GM report at the last Board meeting there was a good Forestry update. The Board is watching the local debate on the Vacancy Tax issue. The Board is very aware of the issue and will weigh-in at the appropriate time. As part of the Capitol Projects update, the Board approved an emergency budget to address storm damage due to our epic winter snowfall.

4. Discussion – Capital Budget Review (Jon/Dan)

- a. Dan and Jon led the committee through a review of the 20-Year Capital Projects List. They reiterated that this is a discussion, and no decisions or recommendations will be made today. We will entertain recommendations at our July meeting. We also reviewed a different version of this list, ordered by priority that this committee determined last year (our List of Fives).
- b. First, Jon M. reviewed the projects currently in process, similar to the one he gave during the last Board meeting. The Golf Course Bathrooms, the Pedestrian Bridge on the 18th hole, Cart Path Replacement (delayed to 2024 due to epic winter snow and the already shortened season), Marina Deck Expansion, Bocce Court Remodel, Lodge Generator, Euer Valley Restoration, Forestry Office (complete), Nature Loop Trail, The Pavilion Upgrade, and the Lodge Parking projects were discussed.
- c. On the 20-Year List, there was some discussion about “discretionary v. “non-discretionary” projects; who decides and what is the definition. Jon M. will make sure these project definitions are explained during or before our July meeting.
- d. From the review of this 20-Year Plan, Staff will develop the 5-Year Plan. The 2023 5-Year Plan is available on the TD website, and today’s review will feed into the 2024 5-Year Plan.
- e. There was a discussion about the Building Replacement List/Fund. The Finance Committee was tasked with making a recommendation about the Fund. Cathy R. stated that they made a recommendation and are awaiting Board feedback. Projects on the 20-Year Capitol List that are also on the Building Replacement Plan are highlighted in bold lettering.
- f. We also discussed that not everything from the Reserve Replacement Study is on this list. Only projects with significant cost are listed. There are a lot of projects going on that are not on the Capitol or Building Replacement Projects Lists.
- g. We reviewed the entire list of projects and several suggestions were made for adding projects: bike parking improvement at all facilities, buying the State Park Dog Beach, Boat House revamp to expanding the F&B/Kitchen at the Marina, expanded Shuttle Service, e-Bike Charging Stations, TD moving to all electric vehicles, adding a pedestrian walk way in the parking at the Marina, boat ramp concerns, add “alternate transportation” to all projects concerning parking.
- h. Given this discussion, the committee determined that after completion of our work on the NW Campus project, the Marina will be the next amenity we will focus on.

- i. Next steps in Capital plan review in preparation for budget cycle. Committee members should come prepared to the July meeting to make formal recommendations for changes to the 20-Year List.

5. Discussion – Reports on Northwood Planning

- a. Report Status and Timing (Laura). Since we have addressed most of the components of the report and are in the midst of addressing the member input, we will defer this item to the July meeting.
- b. Outreach Plan (Jerry). The working group is putting together a Program Document to address our entire member outreach efforts, which includes communication, obtaining and capturing membership feedback, and communicating our recommendation to the Board. A draft report was sent to the committee this morning; please send comments to Jerry M. We are working with Staff to develop a banner, TDA Volunteer buttons and survey forms for our first outreach event on at the member Annual Meeting and Expo (June 25).
- c. Denise G. reviewed the sign-up sheet for outreach events. Per the advice from Staff, we have pared our list down to six events that we are targeting for “formal” surveys. We included other “informal” events (like Bingo, or Trivia, etc.) that committee members can choose to attend and informally obtain feedback.
- d. There was some discussion (again) regarding the way we will “categorize” the people we obtain feedback from. The recommendation from Staff is to keep it very simple and only have two categories (“Member/Owner” and “Visitor”). Some committee members think we should try to capture if someone is an “STR.” The outreach working group will make the final decision.

6. Discussion – Action Items List Review (Jerry)

- a. Action Items will be updated after each meeting and distributed to the committee with the meeting minutes. An updated action items list will be included with meeting agendas. If an Action Item is determined to be a priority, it will be reviewed during the meeting. Otherwise, committee members should review and provide updates to Jerry M.

7. Guest Comments (Dan)

- a. The Chair asked for member guest comments. None were received.

Meeting Adjourned at 4:04pm