

MINUTES
TAHOE DONNER ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
AMENITY ACCESS WORKSHOP

December 6, 2023
The Northwoods Clubhouse, Mezzanine and Zoom Webinar
11:30 a.m.

A special scheduled meeting of the Board of Directors of Tahoe Donner Association was held at The Northwoods Clubhouse, Mezzanine and via Zoom webinar on Wednesday, December 6, 2023. President Koenes called the meeting to order at 11:31 a.m. The following Directors were in attendance, thus constituting a quorum of the authorized number of Directors of the Association:

Directors Present: Don Koenes, President
Benjamin Levine, Vice President
Courtney Murrell, Secretary
Steve Mahoney, Treasurer
Jim Roth, Director (via Zoom)

Directors Absent: None

Staff Present: Annie Rosenfeld, Interim General Manager
Todd Martyn-Jones, Director of Finance, Accounting & Business Systems
Jon Mitchell, Director of Capital Projects
Miguel Sloane, Director of Operations
Patricia West, Recording Secretary

1. **Call to Order / Call for Quorum**
2. **Amenity Access Policy**
(Miguel Sloane, Director of Operations)

For the purpose of building a strawman updated amenity access policy to present for member consideration and discussion, the Board of Directors and staff reviewed options presented by staff for guest access at Tahoe Donner's private amenities. Guests are defined as individuals who have a non-tenant relationship with an owner seeking access to the amenities with an owner's permission.

Accompanied Guests: Quantity Limits

There was general Board agreement to include staff's recommendation in the strawman: a limit of 10 accompanied guests per property, per day, per private amenity, with any exception requiring the member to notify and coordinate with the management of the private amenity.

Accompanied Guests: Peak Periods + Fees

There was general Board agreement to include staff's recommendation in the strawman: an adaptive management provision that would enable management, with Board approval, to implement operating plans that include tools like peak period pricing, access limitations, and access blackout dates for accompanied guests to prioritize member utilization of the private amenities.

Unaccompanied Guests: Personal Guest Validation System

There was general Board agreement to include staff's recommendation in the strawman: a process that would require members to document and validate their personal relationship with unaccompanied guests. The details of this system are expected to be the subject of a later Board workshop. Generally, however, this system is expected to include requiring members to register unaccompanied guests through an online portal (ShopTD), with limits placed on the number of personal guests that a member can register. This system could potentially include charging entrance fees for unaccompanied guests back to the member. Finally, this system may or may not include the elimination of physical guest cards, depending on whether requiring physical guests cards could provide an extra layer of verification and whether physical guest cards might offer practical advantages to expedite the check-in process.

Unaccompanied Guests: Peak Periods + Fees

There was general Board agreement to include staff's recommendation in the strawman: an adaptive management provision that would enable management, with Board approval, to implement operating plans that include tools like peak period pricing, access limitations, and access blackout dates for unaccompanied guests to prioritize member utilization of the private amenities.

3. Town of Truckee Capital Improvements Response

At the November 17, 2023 Board meeting, the Board received a presentation from the Town of Truckee regarding TSSA-1 funds and the Pioneer and Bridge Street Extension project. The Board discussed directing staff to send a letter to the Town of Truckee regarding the Pioneer and Bridge Street Extension project and the Association's TSSA-1 priorities. After discussion, there was agreement to send a letter:

- Emphasizing Tahoe Donner's interest in increasing public safety and emergency preparedness by providing Tahoe Donner with a third egress that could be used during an emergency should Northwoods Boulevard or Alder Creek Road be impassible.
- Expressing the Board's concern that the Pioneer Trail and Bridge Street Extension Project will face significant financial and political challenges, which even if not insurmountable, may lead to uncertainty and project delays.
- Stating that, before prioritizing additional TSSA-1 resources to the Pioneer Trail and Bridge Street Extension Project, Tahoe Donner would be interested in

exploring potential alternatives to that project that would satisfy the minimum standards necessary to serve as an emergency third egress for Tahoe Donner while avoiding significant financial and political challenges.

- Stating that Tahoe Donner would be interested in using TSSA-1 funds to identify and study the feasibility of such alternatives.
- Expressing Tahoe Donner’s initial thoughts regarding the future use of TSSA-1 funds:
 - (1) Improved Maintenance on Tahoe Donner Roadways
 - (2) Reserve Funding for Future Pavement Maintenance
 - (3) Special Projects
 - (a) Tahoe Donner 3rd egress alternatives identification and feasibility study
 - (b) Tahoe Donner Class 1 Trail planning and design
 - (c) Improved Tahoe Donner traffic safety infrastructure

4. Member Comments

Board President Koenes invited member comments on topics not on the agenda.

None were made.

4. Executive Session (Closed to Members)

Director Mahoney moved to adjourn to Executive Session at 2:50 p.m., seconded by Director Murrell. Motion passed 5 – 0.

5. Adjournment

There being no further business, at 3:30 p.m., there was consensus to continue the meeting to a date and time to be determined.

Submitted by:

SECRETARY’S CERTIFICATE

I, Courtney Murrell, Secretary of Tahoe Donner Association, do hereby certify that the foregoing is a true and correct copy of the minutes of the Tahoe Donner Association Board of Directors special meeting held on December 6, 2023 as approved by the Board members in attendance and constituting a quorum at a duly convened subsequent meeting of the Board.

Courtney Murrell, Board of Directors Secretary