

Tahoe Donner Long Range Planning Committee January Meeting Agenda

Meeting Date: January 11, 2024

2:00-4:00 PM

Location: All meetings will be held in the Meadow Room or the Mezzanine Room at the Clubhouse, with a zoom option.

Committee Members:

Denise Gauny (Minutes)	Jackie Ginley	Laura Lundgren
Rob McCray	Jerry Meek (Vice-Chair)	Brian Renehan
Dan Simmons (Chair)	Ward Sproat	Joe Veni
Mike Vivas	Beth Wang	Keith Williams
Jon Mitchell (Staff Lead)		

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

Agenda: (* designates attachment to agenda publication)

1. Call to order & acknowledge / welcome member guests

2. Approve Minutes of the December 14, 2023, meeting.*

3. Reports:

- Chair Report
- Vice Chair Report
- Staff Lead Report—Jon Mitchell
- Board Liaison—Don Koenes

4. Discussion/Action: Elect LRPC 2024 Chair and Vice-chair

- Nominations for Chair
 - Jerry Meek nominated by Ward Sproat and Denise Gauny
 - Additional Nominations
- Nominations for Vice Chair
 - Ward Sproat nominated by Denise Gauny
 - Additional Nominations

5. Discussion/Action: Recommend Draft 2024 Task List for Board Consideration*

- Discuss recommended changes.
- Create final draft for approval.
- Approve 2024 Task List
- Prepare to present 2024 Task List to Board

6. Discussion: Northwoods Campus Report—Next Steps

- 2023 Survey questions discussion
 - Timeline when 2023 Survey results will be shared with LRPC and members.
- Northwoods Campus written report appropriate content and format.
 - Committee fully vets report and votes to send to staff and Board for feedback.
 - Staff feedback on report and review with LRPC
 - Board reviews report in open session and provides feedback.
 - Report included in Board Book

- Process to share Northwoods report with members.

7. Action Item List Review

8. Guest Comments

9. Adjourn

Attachments:

- 1. December meeting notes**
- 2. Draft 2024 Task List**
- 3. 2023 Task List**
- 4. Action Items List**

ATTACHMENTS

Attachment 1 December Meeting Notes

Meeting Date: December 14, 2023, 2:00-4:00 PM

Location: The Meadow 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

- a. The Chair called the meeting to order at 2:05pm. All committee members except Mike V. were present. All liaisons were also present. The chair recognized guests Annie Rosenfeld (TDA Interim GM), Joe Veni, and Brian Renahan. (LRPC member candidates). Cathy R. (FC Chair) was in attendance via Zoom but not recognized by the Chair.

2. Action – Approve Minutes of the October 19, 2023, meeting

- a. The Chair asked for comments on or discussion about the October meeting notes; neither were noted. The notes were approved by the committee without objection.

3. Discussion – Reports

- a. **Chair Report.** Dan S. advised that he has several updates. First, for committee membership, Michael S. and Joe B. terms are coming to an end this year and neither have submitted applications to continue. Joe V. and Brian R. (guests of this meeting) have applied. Laura L. and Jackie G. have both applied to extend their terms. Second, the TDA Member Survey is out. The working group (Denise G., Ward S., and Jerry M.) met with Jon M. and Lindsay Hogan to develop our NW Campus project survey questions and four specific questions regarding the Northwoods campus were included. The results of the survey will help inform our NW Campus Report. Next Dan commented on our Capital Projects Recommendations. While first optimistic about the Committee recommendations, Dan indicated his disappointment that Director Mahoney's suggestion for a workgroup to meet with the town on traffic issues was transformed into a broad strategic initiative to work with the town. The Town and Board met to discuss the 3rd egress road and it does not appear that the two groups are on the same page about the project. The Town is proposing to pay

for the project by imposing a 30-year, \$200 per parcel tax on TDA property owners. The Board instructed Staff to draft a letter to the Town with their disagreement to that proposal, and which outlined the Associations viewpoint on the project. Dan noted that Director Levine moved to include traffic issues and the class 1 trail from Trout Creek in the Board's letter, which was done. Annie R. advised that the letter was drafted and received by the Town. The Town acknowledged the TDA concerns, and they are recommending postponing further planning until 2024, to allow time for further discussion. Dan S. gave an update on our Committee officer positions indicating that nominations will be received at the January meeting with voting to follow. Finally, Dan indicated that he reached his frustration level around last October, is not willing to continue banging his head against a wall, and thus is neither interested in nor willing to continue as chair into next year.

- b. **Vice Chair Report.** Jerry M. thanked Dan S. for his service as Chair this past year. He also thanked working group that developed the Member Survey questions; the process was very efficient with a good result. Finally, he reported that on the Ski Lodge project, a decision was made to make all heating and cooling systems electric; a good step in reducing the use of fossil fuels (which is one of our committee's List of 5's values).
- c. **Staff Lead Report.** Jon M. gave updates on some of the Association's Capital Projects: snowmaking at the ACAC and Snow Play, and The Lodge parking lot ADA and heated steps upgrades are completed. He also reported that they just received notice that the Marina project has been approved by the Town, and the Ski Lodge project received final approval. Finally, the Class 1 Trail project is still on track to start with an RFP/PSA in early 2024.
- d. **Board Liaison Report.** Don K. reported that at tomorrow's Board Meeting, committee appointments and Task List will be discussed. If a committee has a firm recommendation for their Task List, it will be considered, if not, it will be deferred to the next meeting. Also on the Agenda are updates on the Amenity Access Policy and the Downhill Ski Lodge. In 2024, the Capital Finding Policies will be revised and will be a Board topic tomorrow. Finally, Don elaborated on the letter to the Town regarding the Associations concerns and priorities regarding the 3rd egress project.

4. Discussion with Possible Action – 2024 Committee Task List

- a. Dan S. and Jerry M. worked on the Task List for the past couple of months and have met with Staff to review. Dan S. shared a draft of the list that contains Staff recommendations (from Annie R.) for our discussion. Some minor changes to the first and second tasks were reviewed but the crux of the conversation centered around the addition of Special Task #3 and a proposed milestones calendar. The milestone calendar was not meant to be part of the actual Task List but rather an example of how the committee could complete the work on the Task List and it is open for discussion. A suggestion was made to add all

months to the calendar but overall, the committee accepted the calendar as a good tool.

- b. Dan S. advised that we as the committee have choices on next steps related to the Task List. We can either accept and put-forth this redlined version, or we can discuss further and make edits. Since this was really the first look the full committee had on the Task List, the committee decided to discuss the Task List before we make any decisions on moving forward.
- c. Special Task #3 (“Next Steps for Long-Range Planning: The committee will develop the next steps outline to present to Board for developing a roadmap for the long-range planning of the Association. Any future work to implement the next steps will be directed by the Board to the committee as an additional Special Task for 2024, or to plan for 2025.”) garnered more discussion. Dan S. indicated his view that the focus on next steps will get the Committee bogged down on process as was the case with the future state discussion in the first year. Jon M. provided some background thinking on this task. The thought is/was that since the committee has been together for two years, now, is our initial approach of creating the Current and Future State reports for use in our planning still the right path or should we change directions based on what work we have done and learned. There were still some questions around the actual activities for this task.
- d. Don K. added that the Association will be revising the Capital Projects Funding policies which specifically relates to project schedules, and the Downhill Ski Lodge project, which is now delayed a year and will require Staff’s full attention in 2024, will impact our ability to start work on other projects and committee activities that Staff cannot support.
- e. After committee members had the opportunity to provide their input today, it was determined that we are not ready to put forth (to the Board for approval) this version. It was decided that committee members should review again and provide feedback to Dan S. by email within one week, with the intention of approving at our January committee meeting and presenting to the Board in their January meeting.

5. Discussion with Possible Action – Draft Report on Northwood Planning

- a. Dan S. shared the current version of the Northwoods Campus Report with the committee. He reviewed the substantive and organizational changes as directed by the full committee that were made since the last review by the committee. Laura L., as the lead of the report development team, added some information about the structure and content approach used. She felt that calling attention to the synergies and agreements between the various groups that provided input (Staff, Management, this committee, and the Membership) is probably the most valuable part of the report and it should be highlighted, which is what was attempted to do.
- b. Denise G. shared her opinion on the organization of the current report and stated that she found it difficult to follow. She has developed and circulated

another way of organizing the information that she feels is more in line with a “report” verse what we are currently reviewing. Additionally, we should wait to publish this report until we get the feedback from the Member Survey, which includes four questions about the NW Campus (that are very similar to our Summer Outreach questions), before we publish a report that is supposed to mostly be member input. Some committee members agreed, and some felt that the report is good as is and should be approved by the committee. Staff and our Board liaison both agreed that the report is not ready to be moved forward and we need to wait for the Member Survey feedback.

- c. The committee agreed that we should wait to move this report forward and Jon M. validated that we have the time. We should all look at the two drafts and then continue this conversation at the next meeting.

6. Discussion – 2024 Committee Appointments

- a. During the meeting today, Joe V. and Brian R. introduced themselves and gave brief overviews of their skills that will be helpful to this committee.
- b. Chair/Vice Chair nomination process. Nominations should be sent to Jon M., Jerry M., and Dan S. by January 6, additional nominations may be made at the January meeting, and voting will take place during our January 11 meeting.

7. Action – Adjourn

- a. The Chair adjourned the meeting at 4:30 (30 minutes past the regularly scheduled meeting time).

**ATTACHMENT 2
DRAFT TASK LIST**

2024 DRAFT

**LONG-RANGE PLANNING COMMITTEE
2024 Task List - **DRAFT****

2023 Task List

LONG-RANGE PLANNING COMMITTEE

2023 Task List

REGULAR TASKS

1. Review and provide feedback on staff's current long-range planning documents in preparation for the 2024 budget process. These documents include:
 - a. 20-Year Capital Projects List
 - b. 5-Year Capital Funds Projection (CFP)
2. 2023 Staff Annual Workplan items relevant to the LRPC:
 - a. Provide feedback on the building replacement planning project (2023 Annual Workplan, Item 8) upon request by the board.

SPECIAL TASKS

1. **Northwoods Campus Future State Case Study:** Working in collaboration with staff and in support of staff's Northwoods Campus master planning project, use the Northwoods Campus as a Tahoe Donner future state pilot study. This study should:
 - a. Be informed by the Northwoods Campus's context within the Tahoe Donner community, and the campus's connections with other Tahoe Donner facilities.
 - b. Include a description and analysis of the Northwoods Campus's strengths and weaknesses.
 - c. Identify Northwoods Campus future state opportunities, options, and ideas for consideration by the board, staff, and the membership.
 - d. Consider the member perspective and be member oriented, while also being cognizant of staff's needs.
2. **Current State Report**
 - a. **Preliminary Facility Study:** Working in collaboration with staff, expand the Current State Report by analyzing the current state of the Association's various facilities. These studies should:
 - i. Include descriptions and analyses of the facility's strengths and weaknesses.
 - ii. Include descriptions of past projects and improvements that have affected facility usage and facility expected useful life.
 - iii. Focus initially on facilities relevant to the Northwoods Campus Future State Case Study.
 - iv. Be expected to extend into 2024.

- b. **Update Current State Report 2022 Draft:** Review, refine, and update the Current State Report as a support tool for internal committee analysis. Ensure that the document is focused on the existing state, that it is accurate, and that it is neutral/apolitical.
 - i. As time permits, consider broadening the range of research to include comparative and benchmarking examples outside Tahoe Donner.

