

TDA LRPC OCT MEETING NOTES

Meeting Date: October 19, 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 2:02pm.
- b. Committee members Joe B., Mike V., Beth W., Keith W., and Jackie G., not present. All other committee members and liaisons were present.

2. Action – Approve Minutes of the August 10, 2023, meeting.

- a. The Chair called for comments and/or changes to the published meeting notes; none were noted. The meeting notes were approved without objection.

3. Discussion – Reports:

a. Chair Report:

- i. Dan S. reported that he sat-in on all the Budget Workshops and our recommendations have fared well. Traffic calming and mobility were discussed and there were still comments about it being the Town’s responsibility, but it is the Associations responsibility to keep our community safe. Director Mahoney suggested that the Association form a work group to meet with the Town, and that will likely happen in the coming year. The Class 1 Trail was also discussed. Dan feels that this is one of the top two things the Board can help with to enhance member enjoyment. The Trails are in the 10-year Capital Plan. Our recommendation to include the project in the 2024 Staff Work Plan has not been finalized. Increased/updated bike parking throughout all amenities was included, and the Northwoods Campus planning funding was included as well. The 2024 Association Budget is set to be approved tomorrow. The biggest question on the Budget Meeting agenda is what to do with the \$600K surplus from the 2021 Operating Fund. The Finance Committee has made some recommendations that will be discussed and decided tomorrow.
- ii. Dan S. also reported that this committee will lose four members at the end of this year. Dan S. will contact each of the four members and see if they are interested in staying on.
- iii. Dan S. gave an update on the Northwoods Campus Report. He received a call from Director Koenes that the report should contain a Vision statement, so he and Jerry M. developed one and that has been included

in the report. We'll talk more about that later in this meeting. Dan had hoped to have Steve Turner at this meeting to discuss the Pizza on The Hill "gaps" in the report. There was some discussion around why Steve Turner's input is needed at this point in the process. We have received the member input and Pizza on the Hill came-up a lot and that is what we have reported. When the future project planning phase is underway, that may be a better time to bring in Steve with his "wish list" and then the project planning process will flesh-out what is feasible.

- iv. Working with Keith W. and Rob M. the Overview Document (aka, Current State Report) will be updated in the coming weeks, after the Budget approval.
 - v. We will begin work on our Committee 2024 Task List in the coming months.
- b. **Vice Chair Report.** Jerry M. gave thanks to all that have been working on the member outreach and the NW Campus Report. And, thanks to Jon and Lindsay for producing the AI summary of the member outreach feedback. Also, Jerry and Dan and all other committee chairs and vice-chairs met with Annie R. to review the process for developing the 2024 Work Plan and making sure it closely aligns with the Strategic Initiatives.
- c. **Staff Lead Report.** Jon M. reported that all the LRPC's items and feedback were well taken by the Board and Staff during the Budget meetings. He is happy with how the Capital Projects planning and review process went this year. He also reported that the Class I Trail project is currently using TSSA-1 funds (\$100K per year in 24 & 25). He had a meeting today with the Public Works and is very encouraged. Agreements were made to get an RFP together this Spring. Also, the Town may make a presentation about the 3rd egress and mobility issues at the November TDA Board meeting. Ward S. asked about what happened that parts of the Marina project got accelerated. Jon M. stated that there are some town and health code concerns about the Snack Shack and more kitchen space that need to be addressed sooner than we were planning. The Marina Deck expansion project might bring some light onto these issues, so they are trying to get ahead of it and begin planning to address those issues as part of the Deck expansion project.
- d. **Board Liaison Report.** Don K. reported that due to statutory deadlines, the 2024 Association Budget will be approved tomorrow. At the Regular Board meeting next week there will be a report on Workforce Housing Master Plan, the 2024 Strategic Objectives, and Nov./Dec. meeting schedules. Laura L. asked about when the next Amenity Access update will be provided. Don did not have a date, but he did advise that the next part of the Policy discussion is addressing non-member (renters, guests, etc.) access. Michael S. asked for clarification on the

earlier discussion about forming a Work Group for traffic calming. Don clarified that as part of the Strategic Initiatives, that concept will be discussed.

4. Discussion – Draft Report on Northwood Campus Project

- a. Committee Members gave input into the current report. There was some agreement on the new Vision Statement, but it seemed that we should have report purpose statement before to introduce the components of the report. We also reviewed the Strawman that Ward S. put together and the AI Summary from Marketing. Both are good additions, and the information will be incorporated into our report. There was some discussion about the level of detail at this point; some thought we should be talking about budget, scope, timelines, assumptions, and limitations. All agreed that as the Board has directed us, we should be focused on the membership; what they told us the problems are and what they want.
- b. Laura L. suggested that we work on the Vision Statement as a group then we should get the working group back together to work on the structure of the report.
- c. Jon M. provided an overview of the AI summary from the Marketing Dept. Not taking anything away from Keith’s analysis, using Chat GPT, the member outreach comments were consolidated into themes to help us develop our member survey questions.
- d. A working group (Denise G., Ward S., and Jerry M.) to work with Jon and Lindsay on the Member Survey Questions was formed.
- e. Jon M. asked Don K. to clarify how will we know if the report is what the Board is looking for. Don clarified that the committee and Staff must agree on what is to be presented, in an Open session. The Board is looking for member input on experience and values. As long as this report contains this information, it will be what the Board is looking for.

5. Next Meeting:

- a. Our November meeting was moved to December 14th.

6. Guest Comments:

- a. No guest comments were noted.

7. Adjourn:

- a. The Chair adjourned the meeting at 4pm.

