

AGENDA
TAHOE DONNER ASSOCIATION
REGULAR BOARD OF DIRECTORS' MEETING

May 24, 2024
Northwoods Clubhouse, Mezzanine and Zoom Webinar
9:00 a.m.

This timed Agenda is prepared one week in advance of the meeting. The Board reserves the right to adjust this schedule during the meeting by adding, deleting, and/or moving matters as permitted by law. Association Board of Directors' meetings are open to property owners, but not the general public.

Property owners have the opportunity to make comments during each Agenda item in person at the meeting or via Zoom webinar. All board meetings are broadcast live. To watch board meetings live and for instructions on how to call into board meetings please visit the Tahoe Donner website at: <http://www.tahoedonner.com/members/governance/board-meetings/>.

Board meetings are defined by the Davis-Stirling Act as a gathering of a majority of directors at the same time and place to "hear, discuss, or deliberate upon any item of business that is within the authority of the Board." (Civ. Code §4090.) A Board meeting is a meeting of the corporation's Board of Directors' to conduct business of the corporation.

***This meeting is being recorded and broadcast live. ***
The times listed for each agenda topic are approximate.

Please silence your cell phone.



OPEN SESSION

- 1. 9:00 a.m. Call to Order / Call for Quorum**
(Don Koenes, Board President)

Opening Procedures:

- Pledge of Allegiance
- Employee Recognition – Jason Hansford and Justin Malley

- 2. 9:05 p.m. Member Comments**

Property owners' comments are welcomed at this time for matters **not on the agenda** and are limited to three minutes. However, property owners may submit additional comments by email to the Board at memberletters@tahoedonner.com. The Board president will recognize property owners to comment on agenda items as they occur. Property owners will have the option of making comments during the meeting in person, or via Zoom webinar.

Property owners are requested to identify themselves and to include Unit and Lot Number or Tahoe Donner address. Directors and Staff are limited by law to brief responses and clarifying questions to matters not on the agenda. Directors may request Staff to report back to the Board concerning such matters and place the matter on a future Board agenda.

3. 9:15 a.m. Consent Calendar

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests a specific item to be removed from the Consent Calendar for separate action. Any item so removed will be taken up following the motion to approve the remainder of the Consent Calendar.

- 4/9/24 Special Board Meeting Minutes
- 4/26/24 Regular Board Meeting Minutes
- Executive Session Report
 - 4/9/24
 - 4/24/24
 - 4/26/24
- 5501 Report for March 2024
- 2024 April Financial Report
- Replacement Reserve Fund 2024 Budget Item: Fuel Reduction Common Area Year 1
- Resolution 2024-4 Key Executive and Signatory Authorization

4. 9:20 a.m. Committee Reports

The Board of Directors will review the Committees' written minutes and reports as a routine monthly procedure. Specific requests from Chairs for board Action or Discussion will be added to the agenda as separate topics. Routine committee membership adjustments will be placed on the consent calendar.

- Architectural Standards Committee
- Covenants Committee
- Elections Committee
- Finance Committee
- Long-Range Planning Committee
- Giving Fund Committee
- Trails & Open Space Committee

5. 9:30 a.m. Annual Meeting and Election Update
(Annie Rosenfeld, General Manager)

The Board of Directors will receive an update from staff on the 2024 Board of Directors Election schedule. The Board of Directors will discuss and may consider approval of the draft agenda for the Annual Meeting.

6. 9:50 a.m. Q1 Treasurer's Report
(Steve Mahoney, Treasurer)

The Board of Directors will receive an update on the Q1 Treasurer's Report.

7. 10:05 a.m. Truckee Fire Protection District Services Overview
(Kevin McKechnie, Fire Chief)

The Board of Directors will receive a presentation from the Truckee Fire Protection District regarding the District's roles and responsibilities, fire mitigation and protection, and information on response time and the fire station in Tahoe Donner.

8. 10:35 a.m. Break

9. 10:45 a.m. Draft Workforce Housing Assessment and Action Plan
(Annie Rosenfeld, General Manager, and Sydney Stokes, Administrative Services Manager)

The Board of Directors will receive a presentation on the Draft Workforce Housing Assessment and Action Plan. The Board will discuss and have a Q&A period with staff and the consultant. The Board may act on the draft plan by formally accepting the plan as presented or with modifications or may provide staff with guidance.

10. 11:45 a.m. Management Update
(Annie Rosenfeld, General Manager, and Staff)

The Board of Directors will receive an update from the General Manager, and may provide direction to the General Manager for future Board consideration, on the following:

- A. 2024 Capital Projects Construction Update
Downhill Ski Lodge Replacement, Golf Course Cart Path Replacement and Other Projects
- B. Trails Master Plan 2024 Projects Implementation
- C. Summer Operations Preview
- D. 2024 Budget Recovery Status Reporting

11. 12:15 p.m. Lunch

12. 1:00 p.m. Management Update
Continued from the morning session.

13. **1:30 p.m. Town of Truckee Police Department and Office of Emergency Services Overview**
(Town of Truckee Police Chief Danny Renfrow, and Robert Womack, Emergency Services Manager)

The Board of Directors will receive a presentation from the Town of Truckee Police Department and Office of Emergency Services on departmental roles and responsibilities, overview, emergency response initiatives including evacuation modeling, and information on traffic pattern data, and response times to Tahoe Donner.

14. **2:15 p.m. Suspension of Membership Rights and Authorization to Forward Delinquent Accounts to Collection Services**
(Justin Malley, Director of Finance and Accounting, and Steve Hogan, Controller)

The Board of Directors will be asked to consider the suspension of membership rights and authorize turning over the delinquent accounts to Tahoe Donner's contracted collection services for those properties of members who have failed to bring their assessment accounts current.

15. **2:30 p.m. Executive Session (Closed to Members)**
The Board is allowed to meet in "executive session" to discuss certain topics (Civil Code §4935).

The Board of Directors plans to meet in Executive Session to discuss the following:

- Contracts
- Personnel Matters
- Member Delinquencies
- Legal
- Approval of Executive Session Minutes

16. **3:30 p.m. Adjournment**

The next regularly scheduled Board Meeting will be held on **Friday, June 28, 2024** at 9:00 a.m. at the Northwoods Clubhouse, Mezzanine, and via Zoom webinar.

Tahoe Donner Committee Meeting Schedule

<https://cdn1.tahoedonner.com/wp-content/uploads/2020/09/09114344/Committee-Meeting-Calendar.pdf>

- Architectural Standards Committee Next Meeting – June 12, 2023 at 9:00 a.m.
- Covenants Committee Next Meeting – June 27, 2023 at 1:30 p.m.
- Elections Committee Next Meeting – June 4, 2023 at 2:00 p.m.
- Finance Committee Next Meeting – June 20, 2023 at 3:00 p.m.
- Long Range Planning Committee Next Meeting – June 13, 2023 at 2:00 p.m.
- Tahoe Donner Giving Fund Committee Next Meeting – June 10, 2023 at 3:00 p.m.
- Trails & Open Space Committee Next Meeting – June 5, 2023 at 3:00 p.m.

In compliance with Civil Code §4920 and §4045 – this agenda was posted at least four days prior to the meeting.

Look for board meeting details online at:

<https://www.tahoedonner.com/members/governance/board-meetings/>

Enroll in our electronic communication's email opt-in program to receive official communications via email. <http://www.tahoedonner.com/update-your-profile/opt-in-to-go-paperless/>

Annie Rosenfeld
General Manager

May 17, 2024
Date