



**Long-Range Planning Committee**  
**2026 Annual Task List**  
**Submitted by: Jerry Meek**  
**Approved by BOD: December 19, 2025**

The LRPC Charter States: The LRPC shall serve the Board and Staff as a source of advice, feedback, assistance and expertise in all matters pertaining to the Association's long-range planning.

### **ANNUAL TASKS**

1. Review and provide feedback on the Association's current long-range planning documents in preparation for the 2027 budget process. Planning documents include: 20-Year Significant Capital Projects Plan, 10-Year Significant Capital Projects Plan, 10-Year New Capital Projects Plan, 20-Year Long Life Expenditure Plan (Q1-Q4).
  - a. Integrate member feedback into LRPC recommendations on long range planning documents (Q1-Q3)
    - i. Utilize existing member data.
    - ii. Examine the need for additional data and perspectives needed to enhance the committee's value for long term planning (beyond 5 years)
    - iii. Develop future data needs based on long range plans beyond 5-year window.
  - b. Utilize the LRPC Charter's guiding principles and the Tahoe Donner Vision and Mission Statements to provide long-range infrastructure and programmatic input (Q2).
  - c. Deliver committee recommendations to staff and Board (Q3).
  - d. Chair participates in budget workshops and reports back to the committee at scheduled meetings (Q3).
  - e. Committee reviews the approved budget (20-Year Capital Project List, 10-Year CFP) and discusses impact related to long term planning (Q4).
2. Succession plan (Q3 – Q4):
  - a. Committee leadership succession plan:
    - i. Announce candidates for chair and vice chair at the November LRPC meeting. LRPC members vote if there is more than one candidate.
  - b. Committee member recruiting plan:
    - i. Current members with expiring terms to state their intent to retire or continue in October
    - ii. Chair creates a personnel report listing needed skills for future committee members
    - iii. LRPC will work with staff and the Board to recruit qualified candidates.
    - iv. Applications for three-year terms will be submitted through the Tahoe Donner website in early October each year. Board will approve candidates with a January 1st start date



## SPECIAL TASKS

### Special Task 1

Collaborate with staff in the review and analysis of responses from the 2025 Member Satisfaction and Usage Survey (Member Survey) related to long-range planning for (1) providing insight to inform the development of the Tahoe Donner Community Plan RFP and (2) informing the Tahoe Donner Community Plan (TDCP) Project Organization elements.

Member Survey Long-Range Planning Questions:

- 1. What values or principles do you believe should guide our community planning as we look to the future?*
- 2. What do you feel are the biggest challenges facing our community today?*

Deliverable: A summary and interpretation of member feedback from the Member Survey questions, highlighting draft themes and priorities to guide the TDCP in Q1 and 2.

### Special Task 2

Serve as the primary committee supporting staff and the Board during the Project Organization of the TDCP to support the development of a Request for Proposals (RFP) for consulting services to develop a new Tahoe Donner Community Plan (TDCP). In support, the committee will:

- a. Participate in staff-led listening sessions to provide all other Tahoe Donner committees' input on the TDCP's scope and objectives.
- b. Collaborate with staff to define and refine key business questions, community issues, and planning priorities to be addressed in the RFP.
- c. Advise staff and the Board throughout the RFP development process to ensure alignment with long-range planning principles.
- d. Continue serving as the primary advisory committee for subsequent project phases, once the TDCP scope and structure are established.

Deliverable: Active and ongoing committee engagement with the development of the TDCP RFP. LRPC active and ongoing engagement will be needed Q1 and Q3 2026 to support the development of the TDCP RFP. Once a consultant is engaged in Q4, the LRPC will participate in specific meeting as we move into Phase 1 (mission and vision) of the project.

