

EAGLECREST BOARD OF DIRECTORS
Meeting Agenda
Thursday July 7th 2022 5:30pm
Hybrid & In person City Hall Room 224

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Agenda:

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES
 - a. Minutes from June 2nd 2022
4. PUBLIC PARTICIPATION
5. COMMITTEE & LIAISON REPORTS
6. MANAGERS REPORT
 - a. New Board Member Appointments
 - b. Department Update
 - c. Gondola Loading & Planning Progress
7. UNFINISHED BUSINESS
 - a. General Manager Evaluation (executive session)
8. NEW BUSINESS

PUBLIC PARTICIPATION

10. BOARD OF DIRECTOR'S COMMENTS AND QUESTIONS
11. ADJOURNMENT – Next meeting date July 7th 2022 5:30pm hybrid zoom & room 224

EAGLECREST BOARD OF DIRECTIONS
March Meeting Minutes

Thursday June 2nd, 2022, 5:30pm

Agenda:

1. ROLL CALL: Mike Satre, Dave Hanna, Jon Dale, Shawn Eisele and Stephanie Hoag were present. The mountain was represented by GM Dave Scanlan.
2. APPROVAL OF AGENDA: Stephanie called the meeting to order at 5:30. Dave H made a motion to approve the agenda. The agenda was approved without any additional changes or objections.
3. APPROVAL OF MINUTES: Shawn made a motion to approve the May meeting minutes, the minutes were approved without objection.
4. PUBLIC PARTICIPATION: None.
5. COMMITTEE & LIAISON REPORTS:
 - a. Finance Committee- Jon shared a review of the finance meeting on May 18th (see minutes in board packet).
 - b. Stephanie thanked Dallas for helping the HR committee finalize the General Managers evaluation during the May 19th executive session.
6. MANAGERS REPORT:

See Manager's Report for detail. Additional discussion points:

 - a. Jon inquired about the timing of a permanent bathroom facility at the Hilda Dam cabin.
7. UNFINISHED BUSINESS:
 - a. None
8. NEW BUSINESS:
 - a. Pricing Slate for 2022/2023 Season (see meeting packet) – Dave H made a motion to adopt the pricing structure finalized at the finance meeting. The motion passed without objection.
 - b. New Cabin Name – Dave H made a motion to approve the new name for the cabin as Ravens Rest. The motion passed without objection.
 - c. Wage increases for FY23 (to go into effect on July 1st) – Jon made a motion to approve a 7.3% wage increase as discussed at the finance committee meeting. The motion passed without objection.
 - d. Changes to Snow Safety Director Position – Jon made a motion to give the GM the authority to make necessary adjustments to total FTE staffing allocations to allow the Snow Safety Director to be classified as a full FTE and be recruited as a

Mountain Safety Director as long as we stay within FY23 spending authority and not exceed 33.4 full time employees. The intent would be to fund a full FTE in the 2024 budget. The motion passed without objection.

- e. Desired board attributes. (See meeting packet). With 4 board seats available, the board discussed desired attributes for future board members to provide to the Assembly for decision making regarding board members.
- f. Executive session – Dave H made a motion to approve the GMs evaluation as determining in the HR committee. The motion passed without objection. A decision was made to move the executive session to review the General Managers review to the next board meeting.

9. PUBLIC PARTICIPATION:

None.

10. BOARD OF DIRECTOR'S COMMENTS AND QUESTIONS

Dave H thank Stephanie and Shawn for their board service and is sorry to see them leave. He is looking forward to see the new board candidates. He asked the GM to thank Erin and all staff for their hard work.

Shawn reflected on how interesting it has been to see everything going on at Eaglecrest. He is looking forward to seeing the mountain partner more with non-profits and foundations. He acknowledged the daunting project of the gondola installation and looks forward to seeing how it goes.

Jon also thanked Shawn and Stephanie for their time working together on a host of projects. He noted Stephanie spending much more time on downhill skis. He passed appreciation to the board for working together and their commitment. He thanked the GM for staff feedback at the finance meeting. He thanked the GM and all staff.

Mike thanked Stephanie for her years of service. He thanked Shawn for his insight and is looking forward to being back in Juneau.

Stephanie will miss being on the board but it's time for some new blood. She learned how complex an operation Eaglecrest is and commented on how much is going on. It has been a great education and been fun working with the board and Dave S and staff.

11. ADJOURNMENT – The next meeting date is July 7th, 2022. The meeting was adjourned at 6:15 pm.

Manager's Report July 2022

Board Member Appointments: Welcome to our two new Board Members and Congratulations to Jon Dale for being reappointed for another term. We still have one seat open. The Assembly

could not reach agreement on the last open seat within the candidate pool that they interviewed and decided to reopen recruitment for another month. Recruitment is scheduled to close on July 15th. The date for interviews has not been set. Board Member Handbooks will be available at the August Board Meeting.

Financial and Administrative:

We have just kicked off the 2022/2023 seasons pass sales on July 1st. We have sold 35 seasons pass products over the Fourth of July weekend. As we go into next month we will get back into our financial comparison chart to start tracking revenues and expenditures trends over the years. We will be implementing the 7.3% increase to the Eaglecrest wage scale beginning this week. The CBJ Finance Department completed our yearend inventory audit on Friday with the State Auditors. We have recently had a new CBJ Accountant Sonia DelGado assigned to Eaglecrest. She is extremely knowledgeable when it comes to CBJ Fund Balance Accounting as she has been the lead accountant for the Juneau School District and many other large CBJ Departments. We are planning to try and remove a lot of the obsolete parts inventory from the Mountain Operations Balance Sheet as it improperly elevates the reserves needed to be kept in the Eaglecrest Fund Balance. Doing this may result in an unforeseen expense to Fund Balance in the amount of around \$30,000. Brian Davies, retirement will also show an expense to Fund Balance as we pay out all of his remaining accrued leave. We are excited to be working with Sonia and to clean up some of our Fund Balance Accounting practices.

On the revenue side the city wide labor shortage has taken a huge unexpected hit on our forecasted revenue for the summers tour season. Two of our largest summer tour operators and concessionaires, Alaska Coach Tours and Alaska Rainforest Sanctuary, who runs the zipline operations, were both unable to find the staff need to run their planned tour operations at the mountain this summer. This will result in lost revenue of \$100,000 to \$125,000. They are both very focused on finding enough staff to start back up their tour products next summer.

We continue to also be concerned about the worldwide labor shortage for the coming winter season. I have been working with a company BUNAC to see if foreign student workers may be an option for us. This is an overview of their services, "BUNAC are experts in work abroad programs and has extensive experience in offering work and travel experiences around the world to students and young people globally since 1962. We offer many programs and one of the most popular programs we offer is the J1 visa. The J1 Visa is primarily a cultural work exchange program, and we are looking forward to a successful winter ahead, where our participants can learn and experience American culture, landmarks, and forge international friendships. Our participants are from New Zealand, Australia, and South Africa." I am cautiously optimistic that we may be able to find Lift Operators, Ski & Snowboard Instructors and Rental Shop Techs through this program. I am currently waiting on final approval from CBJ Legal Department to sign BUNAC's worker participation agreement form.

One other unexpected expense item that has come up over the last two month is that GCI is claiming that the Eaglecrest internet service package that we have been paying for over the last 8 years is "out of compliance". They claim that we have been paying for a more residential type of service. We use GCI for our guest wifi and a couple of other wifi internet connections throughout the facility. GCI also serves as our back up link when we lose our primary radio feed from City Hall. We currently pay around \$1200 per year for the service that

we currently receive. The new package will be closer to \$11,000 per year. I am working with the CBJ Legal Department and our new MIS IT director to get this sorted but wanted to Board to be aware.

Mountain Operations & Capital Project: The Mountain Operations Team has been taking advantage of the great weather and is close to completing the annual maintenance on the Ptarmigan Chair, doing sheave wheel repairs and Chair Clip relocations. Servicing on Porcupine and Hooter have already been completed. The crew has been extremely busy painting every day at the bottom terminals of all of the chair lifts. The weather has been perfect for this. The Crew will be shifting focus this week to applying another coat of weather proofing sealant to the back deck of the Fish Creek Lodge.

The Raven's Rest Cabin is nearing completion with AELP scheduled to drop the transformer and power feed this week to the Cabin and the new EV Car Charging Station. We will be looking for volunteers to assist with erecting of the post and beam snowshed covering over the charging station. Now that the snow is finally melting from the middle of the mountain we have found some damage to the wheel chair ramp at the Hilda Dam Cabin from the huge snowload this year. Repairs on this will be scheduled in the coming weeks.

The crew is focusing in this week on the completion of the new Log Jam snowmaking pump station by connecting the fuel tank and exhaust system on the Generator, welding a couple fittings in the pipeline so it can be properly drained and changing all of the lubricants in the pump body and motor. The goal is to have the pump ready for proper pressure testing by Early August when the Manager returns from Austria. During this pressure testing the mountain will be completely set up with all snowguns positioned in their early season locations and will all be run like we are making snow. This will also allow us to test our new electric air compressor that is connected into the old water pipeline in the brown shop. Once this test is complete We will be leaving all of the snowmaking gear in place and will add in a couple more guns once they are repaired in late fall. We hope this will allow us to continue focusing on the work that we want to complete this fall related to the Gondola and then be able to shift into snowmaking operations within 24 hours.

Summer servicing and repairs on the snowcats has also be happening over the last couple of weeks in between other work projects. We have some extensive engine repairs to do in one of the Pisten Bully 400s. Thank fully we currently have the expertise in house to tackle the project.

Marketing and Events: We are very excited to have our newest member of the senior team Kristen Strom starting up as our new Marketing and Events Manager. She comes to us by way of Bend Oregon with a lot of ski industry specific knowledge. She has been writing for the large ski industry blog Snowbrains for the last couple of years. Once Kristen gets settled in we will be able to boost up the frequency of communication and be sure that we are keeping all of our users engaged with the progress on the Gondola project among all of the other happenings.

Base Operations: Now that the 2022/2023 seasons pass products are live and we are into the new fiscal year. Base Operations will be busy doing daily revenue transmittals and assisting customers with any issues that might come up. He will also be closing out any remaining

Purchase Orders from Fiscal Year 22 and opening up our new round of Purchase Orders for Fiscal Year 23.

SSS & RRR:

Snowsports School has been very busy with the upcoming Season Pass sales launch. Between pricing upgrades, updating waiver words and expiry dates and double-checking all products. Linking all products to the store and publishing them. Payment plan dates are set and products are ready for July 1 start and July 31st end. Worked on updating the website information, prices, operations calendar, bring a friend day for launch.

- Rebuild the Multi card, to function more accurately.
- Updated the EC online store with new prices and information.
- Working with Travel Juneau on an online promotion for July for independent travelers that are visiting Alaska.
- Hilda Cabin release June 1st & launched Ravens Rest Cabin for it first reservations starting in September. If it is finished before, we will release bonus days in August.
- Customer support for online purchases of Cabins are ongoing to confirm pending transactions.
- Supporting Intouch POS when needed to help train the Base Ops Manager.
- 5th grade passport application are available for Juneau area Students.
- B2B Year End Report given to GM. Sent plan of an idea to the EC foundation, for Learn to Ski & Snowboard month- January. This would support more Juneau area Students the opportunity to visit the mountain with less of a financial burden on students/schools for 3rd & 4th grade.
- All first student busing has been completed for FY22
- Working on purchases for learning materials for the FY23

RRR

- Confirming FY23 products that were ordered but no longer being going into production at retail factories due to supply issues.
- Building other retail shop orders and working with local companies for printing.
- Retail inventory took place July 1st
- Met with the Eaglecrest Foundation and formed a plan for them to assist us with increasing the size of the rental fleet when orders are placed in February. The Director will be providing the Foundation with a sample invoice in the months ahead to help gauge the financial need with the goal of spreading out the additional support over a couple of years to ensure a good flow of new rental equipment and prevent it all from going out of service from end of usable life at the same time.

Gondola Loading & Design

I have been in Austria since June 26th. Most of the crew does not speak much English but the universal language of hard work needed no interpretation. This has helped me to build a good relationship with the loading crew. I have been in every container receiving each piece and

helping to strap down and rig each item. This has been great for me to understand the system and look for any damage. We had a lot of logistical issues to work through with the international freight forwarder, that Lynden Transport is using, early on in the week. By the middle of the week we were hitting a good stride. We loaded 11 containers in week one. Unfortunately, we will not have any more containers available until the next boat lands at the end of this week.

Loading is scheduled to resume on July 11th. Mario and Birgit, who are running logistics for the loading team think that it may be possible for us to fit everything into 10 more containers and be finished by July 16th. This may save us four containers from the amount that we were quoted. We have also not needed any oversized permitted loads so far. We also have a plan to transport all of the needed containers by rail to Salzburg from the port in the Netherlands. Salzburg is only an hour and a half from the job site. This will save each truck driver nearly four days of driving. In the end we may be able to realize quite a significant savings on our final billing from the quoted price. Lots of details to still work out but I am optimistic that we may have some funds left over to put toward the GeoTech and preliminary design work.

We have awarded the design contract RFP for the Gondola to a design team lead by Northwind Architects as the Prime Consultant. Below is a list of the sub-consultants that will be working underneath Northwind's guidance.

- SCJ Alliance – primary Gondola mechanical, structural and electronic control design
- PND – Structural engineering and geotechnical engineering
- RESPEC – Civil engineering, electrical and communications engineering
- 57 North Surveyors – Ground control survey and point locations
- Corvus Designs – wetland delineations
- Estimations INC. – Cost Estimating

Northwind has laid out a timeline in their proposal to have the Gondola and Summit Lodge completed in the Summer of 2024. This is a little slower that I would like but the current availability of materials and qualified contractors are the two factors that make this time line more realistic than the summer of 2023.

To stay on track for this timeline our goals for this summer and fall building season is to have SCJ Alliance determine the final alignment profile, set the exact tower and terminal locations, Survey and stake these location on the ground, ground truth them for constructability and dig holes for Geotechnical analysis at each tower and terminal site. We also intend to continue work on the road to the mid station and start construction on the road to the top station. With the geotechnical analysis complete, the engineers will be able to finish the specifications needed to put out a RFP for construction by mid-winter so we can begin the concrete work in the summer of 2023.

