

EAGLECREST BOARD OF DIRECTIONS
Meeting Minutes
Thursday October 1st, 2020, 5:30pm
Via Conference Call

Agenda:

1. ROLL CALL:
All board members were present and General Manager Dave Scanlan were present.
2. APPROVAL OF AGENDA:
Mike called the meeting to order, Dave H moved to approve the agenda with Stephanie seconding the motion. The agenda was approved without changes or objections.
3. APPROVAL OF MINUTES:
September 3rd meeting minutes Dave H moved to approve, Megan seconded, and the minutes were approved.
4. PUBLIC PARTICIPATION:
Emily Palmer, Fred Hiltner and Erin Lupro were present and had no comments at this time.
5. COMMITTEE & LIAISON REPORTS:
None at this time.
6. MANAGERS REPORT:
See Manager's Report for detail.
Additional comments:
 - a. Financial Report
 - b. COVID Conservation Corp program Update
Shawn appreciated all the efforts that will support the Nordic community.
Mike asked about how changes to the work on the nordic trails will impact the current work permit. Dave S informed the group that they did have to apply for a new permit and that they had to accommodate a request from fish and game to work around fish habitat.
 - c. Department Review
Mountain Operations
Base Operations
Snowsports school
RRR
Marketing

d. Events

The mountain is working on a schedule of free movies to show up at the mountain. There will be an online reservation system. Jon asked about the possibility of showing ski movies. Charlie informed the board that Goldtown is working on licensing. Shawn mentioned the possibility of accepting donations, the Juneau Ski Club and the Eaglecrest foundation were mentioned as possibilities.

e. Summer Operations Planning

f. Dimond Field House Update

Shawn inquired about using the Eaglecrest board to help the field house access COVID funding.

g. COVID Funding

The mountain is working on determining an exact list of mountain expenses that are related to COVID. The GM will be able to work with the City Manager and Finance Manager to draft 2 ordinances, one for staffing and one for equipment. Large outdoor tents were discussed. This would be a great location for Snowsports Staff to have their morning meeting in an outdoor location. Tents would serve as meeting places and outdoor seating as indoor access will be limited. The mountain also hopes to have a tent for the Tower Bar. These ordinances will appear before the Assembly in late October, this would be a split between CARES Act and a supplemental appropriation of General Funds. Mike thanked Dave for his efforts putting the request together. Dave shared the importance of continuing operations without increasing risk to the community.

7. UNFINISHED BUSINESS – Jon asked about the plan to add big/new clocks to the lift lines but agreed it could be discussed at the retreat.

8. NEW BUSINESS – Mike and Dave S asked for feedback and agenda items for the upcoming board retreat.

9. PUBLIC PARTICIPATION

Fred Hiltner is the JNSC liaison to the Eaglecrest board and represents over 700 members. Their group is very happy about the new trail permits and the trail hardening. The work will allow for early and late season grooming and prevent wear and tear on equipment. The club remains ready to volunteer and assist in any way. Erin mentioned the possibility of donating money from the drive-in movies to the Ski Club and Eaglecrest Foundation.

10. BOARD OF DIRECTOR'S COMMENTS AND QUESTIONS

Jon is looking forward to the board retreat and appreciate all the work that went into the managers report. The transparency of the report is great for the board and the public.

Dave H is looking forward to Saturday.

Megan is happy to see the assembly supporting the mountain and appreciates all the work Dave is doing.

Stephanie thanked Erin for all the adaptations to make snow sports school able to continue despite COVID. She thanked Dave for his work and offered to judge the scholarships.

Shawn is amazed at how much is going on at the mountain and is impressed with how much has been done.

Kevin echoes the “good work” sentiment.

Shawn also appreciates all of the work that’s been going on.

Mike appreciates all the work in the report and is looking forward to the retreat.

11. ADJOURNMENT – The next meeting date is November 5th, 2020, via Zoom.

Jon moved to adjourn, and Shawn seconded the motion. The meeting was adjourned at 6:26 pm.

Manager’s Report October 2020

Financial Analysis: The chart below reflects current revenue and expenses as accrued year to date for the past nine years. As you can see in the chart sales are off to a strong pace this year which is a very good sign. One factor that tempers our current robust sales figures compared to past years is the fact that in the past we would do a large amount of our seasons pass sales through the Foggy Mountain Shop and Nugget Alaska. Those sales would not typically reflect in our chart until December when we would receive payment for these sales. The dynamics of our early launch of pass sales with the payment plan and the general societal desire for online purchasing due to COVID led us to the decision to not offer pass sales through these retailers until the start of Tier Two sales on October 12th. Historically those retailers would also keep a 10% commission on those sales. During this tier one period, both retailers combined would have sold an average of \$60,000. When factoring this into the overall equation we are trailing last years pass sales by around \$30,000, trailing FY 19 by \$10,000 and trailing FY18 by \$5,000. Historically the greatest volume of pass sales happens over the final week of Tier One sales. By next months meeting we will have the results in from our full tier one sales period. One highlight on the sales is the revenue from the Hilda Dam Cabin which has been strong again this year.

We are currently making every effort to control expenses wherever possible since we have large increases that are uncontrollable in our workers comp, full cost allocation and liability insurance categories. All of these items are rolled into the Ski Area Administration personnel costs and “other expense” line items in the chart on the following page.

	FY 13	FY14	FY15	FY16	FY17	FY18	FY19	FY 20	FY 21
Sales	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals
Ski School Fees	\$ 4,418	\$ 9,087	\$ 18,934	\$ 13,684	\$ 7,696	\$ 11,962	\$ 13,738	\$ 9,731	\$ 19,615
Ski Lift Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58	\$ 116
Advance Ticket	\$ 1,185	\$ 1,405	\$ 2,982	\$ -	\$ -	\$ 2,514	\$ -	\$ 1,980	\$ 3,003
Season Ticket	\$ 49,168	\$ 59,286	\$ 87,031	\$ 43,813	\$ 32,442	\$ 55,393	\$ 67,180	\$ 86,627	\$ 10,384
On Line Season Pass Sales	\$ 48,454	\$ 68,391	\$ 86,032	\$ 30,905	\$ 38,939	\$ 70,138	\$ 53,611	\$ 64,091	\$ 170,276
Bus Fees	\$ -	\$ 306	\$ 414	\$ -	\$ -	\$ -	\$ 79	\$ 79	\$ -
<i>USER FEES</i>	\$ 103,225	\$ 138,475	\$ 195,393	\$ 88,402	\$ 79,077	\$ 140,007	\$ 134,608	\$ 162,566	\$ 203,394
Retail - Soft G	\$ 25	\$ 173	\$ -	\$ 358	\$ 33	\$ -	\$ 143	\$ 1,726	\$ 38
Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,305	\$ -
Ski Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>SALES</i>	\$ 25	\$ 173	\$ -	\$ 358	\$ 33	\$ -	\$ 143	\$ 3,031	\$ 38
Locker Rental F	\$ 35,942	\$ 34,670	\$ 30,696	\$ 15,795	\$ 48,747	\$ 24,478	\$ 22,536	\$ 25,577	\$ 19,596
Ski Rental	\$ 2,054	\$ 3,394	\$ 2,439	\$ 2,071	\$ 3,679	\$ 3,425	\$ 3,897	\$ 1,073	\$ 5,322
Cabin / Facility Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,270
<i>RENTALS</i>	\$ 37,996	\$ 38,064	\$ 33,135	\$ 17,866	\$ 52,426	\$ 27,903	\$ 26,433	\$ 26,650	\$ 46,188
Total Sales	\$ 141,246	\$ 176,712	\$ 228,528	\$ 106,626	\$ 131,536	\$ 167,910	\$ 161,184	\$ 192,247	\$ 249,620
Expenses									
Personnel Costs									
Ski Area Administration	\$ 63,807	\$ 118,721	\$ 111,564	\$ 117,998	\$ 121,963	\$ 121,892	\$ 114,787	\$ 82,065	\$ 79,893
Ski Rental Shop	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ski Patrol Program	\$ 5,408	\$ -	\$ (34)	\$ 137	\$ -	\$ 303	\$ -	\$ -	\$ -
Lift Operation Program	\$ 35,718	\$ -	\$ -	\$ 131	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Program	\$ 14,739	\$ 37,906	\$ 35,517	\$ 12,111	\$ 20,528	\$ 16,399	\$ 33,936	\$ 19,846	\$ 21,169
Lodge Operations Program	\$ 9,318	\$ 5,257	\$ 5,709	\$ 6,774	\$ 4,889	\$ 5,785	\$ 6,813	\$ 4,424	\$ -
Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing/Special Events	\$ 1,623	\$ 1,426	\$ -	\$ 2,680	\$ 234	\$ 1,338	\$ 2,434	\$ 15,536	\$ 14,731
Ski School Program	\$ 1,572	\$ 15,506	\$ 14,913	\$ (661)	\$ 3,337	\$ 5,566	\$ 565	\$ 410	\$ 905
Total Personnel Costs	\$ 132,185	\$ 178,816	\$ 167,668	\$ 139,169	\$ 150,950	\$ 151,283	\$ 158,535	\$ 122,281	\$ 116,698
Other Expenses									
Ski Area Administration	\$ 61,568	\$ 55,940	\$ 56,332	\$ 54,754	\$ 50,335	\$ 88,214	\$ 76,113	\$ 63,360	\$ 88,220
Ski Rental Shop	\$ -	\$ 871	\$ -	\$ 1,360	\$ -	\$ -	\$ 770	\$ 46,366	\$ 4,636
Ski Patrol Program	\$ 8,115	\$ -	\$ 2,602	\$ 10	\$ -	\$ -	\$ 323	\$ 60	\$ 277
Lift Operation Program	\$ 1,703	\$ 1,809	\$ 1,907	\$ 540	\$ 1,495	\$ 1,591	\$ 495	\$ 181	\$ -
Maintenance Program	\$ 2,969	\$ 33,777	\$ 2,110	\$ 1,908	\$ 2,468	\$ 2,016	\$ 12,182	\$ 3,732	\$ 3,578
Lodge Operations Program	\$ 6,219	\$ 9,842	\$ 2,906	\$ 3,792	\$ 2,782	\$ 5,437	\$ 7,803	\$ 5,422	\$ 6,532
Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 97	\$ (131)	\$ (33)	\$ 901
Marketing/Special Events	\$ 2,495	\$ 1,040	\$ 719	\$ 1,638	\$ 868	\$ 4,263	\$ 4,478	\$ 2,490	\$ 139
Building Maint/Utilities	\$ 1,422	\$ 4,703	\$ 105	\$ 120	\$ 189	\$ 215	\$ 2,494	\$ 148	\$ 1,412
Ski School Program	\$ -	\$ 105	\$ 684	\$ 178	\$ 487	\$ 971	\$ 622	\$ 254	\$ -
Equipment Replacement	\$ 16,667	\$ 16,667	\$ 16,667	\$ 16,667	\$ 16,667	\$ 25,000	\$ 16,667	\$ 16,667	\$ 16,667
Vehicle Maintenance	\$ 1,484	\$ 891	\$ 170	\$ 148	\$ 3,912	\$ 1,626	\$ 7,856	\$ 9,200	\$ 9,932
Total Other Expenses	\$ 102,641	\$ 125,644	\$ 84,201	\$ 81,115	\$ 79,203	\$ 129,430	\$ 129,672	\$ 147,847	\$ 132,294
Total Costs	\$ 234,827	\$ 304,460	\$ 251,869	\$ 220,284	\$ 230,153	\$ 280,713	\$ 288,207	\$ 270,128	\$ 248,992
Total Net	\$ (93,581)	\$ (127,748)	\$ (23,341)	\$ (113,659)	\$ (98,617)	\$ (112,803)	\$ (127,023)	\$ (77,881)	\$ 628

CCC Work Crew Update: The CCC work crew continue to progress through many different projects as weather allows. The continued pattern of heavy rain slowed down the work flow on the Dicks Lake Trail. The decision was made to stop construction on this trail for the remainder of the work season. 1675 feet of trail has been completed. Only 200 feet of trail, from the East Chutes boundary sign around the corner to meet up with the trail at the far corner of the lake is still to be completed.

The last section of mountain bike trail has been pioneered in to connect with the Hooter Access Road and is 90% shot rocked. The crew is still on track to finish this trail by the end of October. The weather has made construction much more challenging. The crew continues to learn and adapt to the conditions presented constantly looking for ways to adapt and improve efficiency.

Many people have been enjoying the new trail segments that have been opened with over 40 mountain bikers at the mountain on the past sunny weekend days.

The crew has finished a first full sweep of the middle portion of the mountain liming and cutting down broken hazard trees that fell victim to heavy icing and wind events during last winter. The ski trail mowing is 90% complete on the lower mountain. The crew will be continuing these efforts over the next three weeks and will include getting all of the Nordic Trails mowed and brushed to be ready for snowfall by Mid-October.

The Rock Quarry is being contoured and shaped as material continues to be staged at the mountain bike trail access points. Rock is also being hauled down to the base area to be used to build gravel pads for our outdoor seating areas for the winter season. The goal is to have the quarry contoured to allow for smooth skiing by the middle of October in case winter decides to arrive early.

Nordic Trail Hardening: We received our permits and authorization from the Army Corp of Engineers to proceed with the proposed Nordic trail improvements on September 23rd. We started the following day on creating the Nordic Beginner Beach. This area will provide a much wider and level surface for first time Nordic Skiers and lesson programs. We have also started staging shot rock in our lower quarry to be used for the other trail improvement areas. Having an adequate supply of rock staged in the lower quarry will hopefully allow us to continue working on our Nordic trail improvements well after the upper quarry has snowed in for the year. Depending on when winter arrives, the goal is to harden the trail in from the Lower Nordic Parking Lot and through the backside of the meadow to connect with the existing gravel trail. This will require approximately 1500 cubic yards of shot rock fill.

Mountain Operations: The mountain operations team has been hard at work tackling essential summer projects to prepare us to operate under the COVID operations plan. New shingling has been put on the roof over the First Aid Room and over the double doors the face Porcupine lodge over the Ski Club entrance. This has provided a nice face lift to this portion of the Fish Creek Lodge. The new back deck on the Porcupine Lodge is complete. The stairs are now being constructed to connect to the new deck. We hope that this will be complete over the next two weeks.

Repairs on all of the snowmaking pipeline and snowguns continue. We have contracted with AK Electric to wire in new electronics to five of our older fan guns to ensure that our fleet will start the season running at 100%. Some of our damaged snowmaking pipe has eroded to the point where it is no longer weld able. We will be repairing these sections with industrial clamps, which will be able to help bide us a little additional time. The pipe is rotting from the inside out. Our goal is to have all of the snowguns repaired and serviced and placed out on the hill to be ready to begin snowmaking operations any time that temperatures allow after November 1st.

Lift repairs are continuing with line work under way on the Black Bear Chair this week. Seasonal repair work on all other lifts is now complete. The maintenance staff is gearing up for to be able

to successfully run Black Bear 5 days per week this winter. We are optimistic that this will help with the icing problems typically experienced on the Black Bear Chair.

Snowcats and snowmachines are all being serviced as we lead up to the start of winter operations

SSS: Homeschool/P.E & virtual Learning offerings were sent out to various homeschooling contacts in early September. Since that time we have filled many classes and are still getting registrations daily. Homeschool 10 week classes are offered Wed-Friday 9:30am & 1:30pm, Physical Education 6 weeks classes are offered at 11:30am Wednesday-Friday, P.E has two sessions.

Eaglecrest Snowsports school multi week programs went on sale on September 14th. We have limited class size numbers this season and with that we are already currently sold out on 2 Wee Ski days, 1 Little rippers class and the rest are filling up quickly. We have created a waiting list for families, as we create and sort ability level we might have room for waitlisted students.

Eaglecrest Snowsports Administrative staff have returned and are working hard at helping guest that might be having technical issues with online purchases, locker renewals, programs sales, Season rentals and various questions they might have.

We are planning our October staff schedules to be able to accommodate Eaglecrest users to visit the mountain to get passes, or lockers over weekends also. Our plan is to try and get as many guests all the products we need before lifts run.

Snowsports school has delivered 5th grade passport information to all Juneau School District teachers and Admins. We have also sent out the information to all Homeschool Staff, to share with all 5th grade students.

Hilary Lindh Scholarship has also been shared to all teachers and Admins for 20/21 season. We would like one board member to volunteer to be one of the three judges for the selection committee.

Floor stickers and arrows for both buildings have been made and being installed.

All plexi glass has been installed For indoor Program windows.

Snowsports Brochures have been printed and are ready for the season.

Hiring instructors is coming in slowly so far.

RRR: Our Rental Shop supervisor will return to work next Wednesday. Once back we will put the rental shop and Repair shop back into operation mode. Once we are ready we will announce the dates available for Rental Reservations System. We will also announce dates for the repair shop and when we will be accepting gear.

All plexi glass has been installed on each tech bench in rental and the retail space. We are waiting to hear from the glass company about costs and timeline, but came up with an alternative plan after speaking with the architect of the building and glass company who had installed the ticket office windows where we replaced them 3 years ago.

One window in Rental and one window in retail will be converted for alternative operations of the spaces.

Hiring for rental technicians is happening, still looking for a retail manager.

Base Operations: The director has been out on Leave for the last two weeks and is just settling back in the office. Snowsports admin staff did a great job holding down the home front in his absence. The online sales and payment plan system have been going well so far. Staff has done a great job with building modifications for COVID operations and remodeling of the locker room. We have purchased 16 pedestal mounted motion activated hand sanitizer dispensers with refillable reservoirs. They will be distributed in all of the high traffic areas around both lodges. The seasonal locker room renovations have been completed with a fresh coat of paint and new locker numbering. The plexi glass and ordering station modification in the Cafeteria is currently in progress.

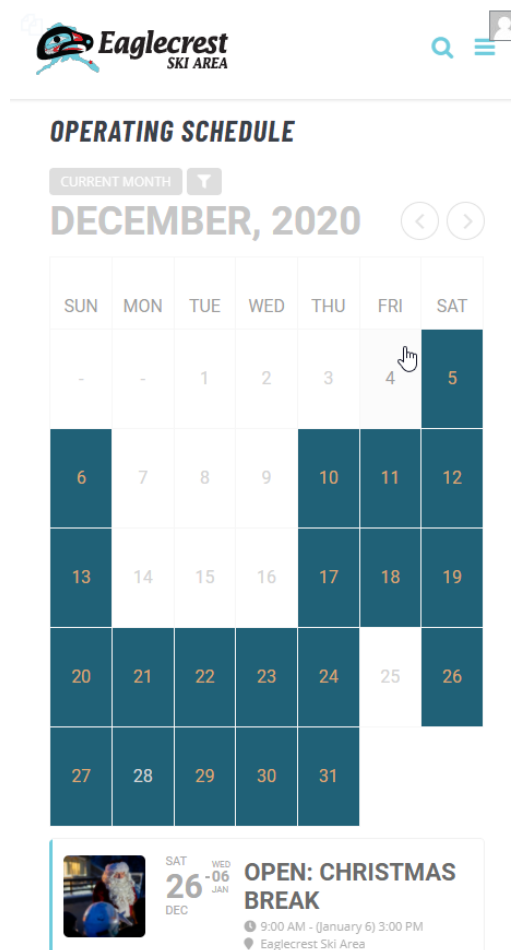
Marketing: The operating schedule is live. There were delays because the website's calendar plugin had updated and the website's theme platform had updated, and they weren't cooperating. It's in a new format and is visualized a lot better, I think, by showing a month view.

It's ad season. Trying to sell lots and lots of passes. We have campaigns schedule with public and private radio using leftover credits from last season. KTOO has been extremely generous and is renewing our agreement, allowing us to use more trade than usual. Partnered with a digital advertising platform to serve geo-targeted and interest-based ads. Really impressive stuff. Great way to stretch a dollar and make lots of impressions. We will use this to target locally and regionally throughout the season.

Working on a video project with Jonny to be released during the last week of Tier 1 Sale. Will touch on what's different about this season and why guests can have confidence in us and how they can help us make it through for a fun, safe winter.

Adding the Snow Stake webcam to Powder Patch with Austin from MIS.

Website tweaks



Eaglecrest SKI AREA

OPERATING SCHEDULE

CURRENT MONTH T

DECEMBER, 2020

SUN	MON	TUE	WED	THU	FRI	SAT
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OPEN: CHRISTMAS BREAK

9:00 AM - (January 6) 3:00 PM

Eaglecrest Ski Area

Finalizing agreements with ski areas, photographers, industry partners, etc.

Events: After much discussion, the Administrative came to the agreement that it was best to cancel the Discover Eaglecrest Day for this year due to all of the community spread of COVID 19 and public perception of us hosting an event that by nature would have people congregating at the ticketing window.

Discussions are just being finalized with the Goldtown Nickelodeon movie theater to host a series of drive in movies, likely starting on October 1st. The schedule of movie showings should be ready to view soon. We are anticipating a robust schedule of movies running until the snow flies and we need to start plowing the parking lot. Alaska Marine Lines is donating use of a trailer and container to support the screen. The Goldtown will be responsible for all aspects of the movie showings and will have an online reservation system for each showing. This will be a free community feature that will bring families up to the mountain for a unique experience.

Dimond Park Field House Update: The Dimond Park Field House is welcoming its primary sports teams back in for nighttime and weekend training. All of the teams have had COVID mitigation Plans approved by the CBJ EOC. We are still waiting to receive AK CARES Act grant funds. We have received confirmation that the grant has been received and there are adequate funds to award the grant in full. There is a large backlog of applications ahead of us for processing.

Conversations are well underway with the Parks and Recreation Department and the City Manager's office regarding CBJ taking ownership of the facility with Parks and Recreation Department managing it. The Parks and Recreation Advisory Committee will be taking up discussion of this issue at their upcoming meeting on October 12th. George Schaaf the Director of the Parks and Recreation Department has drafted a Memo for the Assembly Meeting on October 26th. In order for the transition to take place, the Assembly will likely have to approve a supplemental appropriation and an ongoing expense of \$160,000. This is likely to be a long process but after much discussion with both the Eaglecrest Board and the Field House Board, we are now moving through the process to make the transition happen.

COVID Funding for Ski Operations: We are going to have a lot of additional staffing needs to operate the mountain per our COVID Operations Plan. We would also like to have three large outdoor commercial grade tents to use for outdoor seating areas. Jeff Rodgers and the Rorie Watt were able to get us a spot on the Finance Committee Agenda on Wednesday, September 30th to submit a supplemental budget request to fund these extra costs that are directly due to our COVID response. Below is the Memo that is going to the Assembly.

RE: COVID Operating Funds

The NSAA has put together very detailed industry best practices according to scientific guidelines put forth by infectious disease experts, including the CDC and WHO. In order to meet these industry best practices Eaglecrest will need to have higher staffing levels to ensure that we can spread our guests out across the mountain, perform constant rotational cleaning, package all food products in sealed containers, sanitize all rental equipment daily, perform crowd control, organize smaller lesson group sizes on more frequent intervals and enforce our campus wide masking mandate. The table below provides detail to these extra staffing needs.

[illegible]

Physical Equipment Needs

The key component of our COVID Mitigation Plan for Operations during the coming season is to limit guests access and time spent in our indoor spaces. Ski Areas in the Southern Hemisphere created outdoor seating areas many of which had portable propane heaters making the spaces more attractive to use during cold weather. Having spaces like this will allow Eaglecrest to disburse our guests giving them comfortable space to rest, eat lunch or watch their children while in lesson programs.

We are requesting the purchase of three large 24'W X 32'L commercial grade tents. One of the tents will be used for Snowsports School instructor morning meetings and as a lesson meet up area for students to meet their instructors. The second tent will be utilized for cafeteria food service and general eating. The third tent would be utilized for our Tower Bar Patrons and other food service purposes. Each tent would be outfitted with eight plastic commercial grade six foot long folding picnic tables which will be easily sanitized between uses. Site preparation for each tent location will be performed by mountain operations staff and can be built into existing budget parameters.

Once the COVID Pandemic has past tent materials and tables will be able to be used for future event rentals and mountain operations functions.

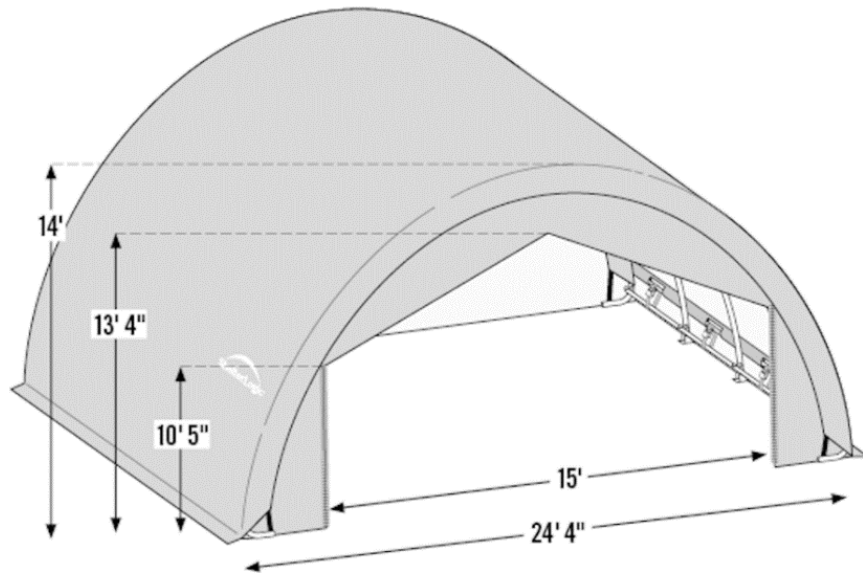
Total Equipment Costs

Total cost for three tents. **\$24,786**

Total cost for the 24 tables. **\$7,677**

Total Equipment Request \$32,463

Below are images of the tents and tables requesting and quotes for each.



**Eaglecrest Board of Directors
Agenda Annual Retreat
Fish Creek Lodge Great Room,
October 3rd 2020 8:30am to 1:00pm**

1. Roll Call
2. Conversation with the Eaglecrest Foundation on future fundraising rolls and participation in creative operational strategies
3. Summer operations strategic plan and funding opportunity discussion
4. Review list of current mountain assets condition
5. Review of 5 year CIP list
6. Review staff goals for the FY21 year