

EAGLECREST BOARD OF DIRECTORS
Meeting Agenda
Thursday November 2nd 2023 5:30pm
City Hall Room 224 & Zoom

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Agenda:

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES
 - a. Minutes from October 5th 2023
 - b. Minutes from Board Retreat September 30th
4. PUBLIC PARTICIPATION
5. COMMITTEE & LIAISON REPORTS
6. MANAGERS REPORT
 - a. Financial Report
 - b. Department Update
 - c. Recruitment / Wage Analysis Update
 - d. Gondola Project Update
7. UNFINISHED BUSINESS
8. NEW BUSINESS
 - a. Legislative Priority Grant Submission
 - b. Confirm Planning Committee Meeting Date Possible Joint Finance Committee for CIP project list
9. PUBLIC PARTICIPATION
10. BOARD OF DIRECTOR'S COMMENTS AND QUESTIONS
11. ADJOURNMENT – Next meeting date December 7th 2023 5:30pm zoom & room 224

Eaglecrest Board of Directors

October Meeting Minutes

Thursday, October 5, 2023

1. ROLL CALL: Mike Satre, Hannah Shively, Kevin Krine, Norton Gregory, Stephanie Warpinski, TJ Mason, Jon Dale joined at 5:30.
2. APPROVAL OF AGENDA: Mike called the meeting to order at 5:30. Kevin made a motion to approve the agenda without objection.
3. APPROVAL OF MINUTES: Norton approved the minutes without objection.
4. PUBLIC PARTICIPATION:
 - a. Dave Hanna got to walk the mountain with Dave Scanlan and look at the work. Encouraged the board to do that.
 - b. JNSC: Biathlon process is continuing.
 - c. Karen Johnson, Juneau Alpine Ski Club: Thanks for helping us to our new space. See you at the ski swap.
 - d. Brian Davies: Thanks for the board for keeping EC running. He wants a clear answer for Ptarmigan bolt safety at this meeting. Thanked EC for being a good mental health outlet.
5. COMMITTEE AND LIAISON REPORTS: Mike reported we did our board retreat this Saturday and focused on what we have to do to get the mountain open this year. We did discuss planning but most of the focus was on recruitment and retention. No assembly liaison or report tonight.
6. MANAGER'S REPORT:
 - a. Finances: New format to look at is coming at future board meetings. Ahead from last year.
 - b. The electrician now has clean power going to each tower for night skiing. Most likely there are ballast issues affecting the lights on the towers. The logjam water pump was also connected and is running (snow making). See manager's report for more information.
 - c. We now have four candidates for the base ops position. Two have been interviewed, have two more to go. Dave and his team interview using an interview panel composed of his staff.
 - d. Kristin is now on the Travel Juneau board as a great connection for Eaglecrest.
 - e. Additional action items:
 - i. Ptarmigan Towerbolts: The Ptarmigan tower bolts were deemed safe for the 2023-2024 ski year. Dave reported that he has received a field verification letter from Alaska Industrial X-ray explaining their findings from their ultrasonic non-destructive testing (NDT) of the rock anchor tower bolts. It was stated in this letter that the reflections found during their field observations do not meet rejection criteria. Their recommendations are to perform follow up testing next year where they will bring a mocked up control bolt to compare reflection of the rock anchor with the control bolt that will have artificial defects to use for

- comparison. This letter and results from the NDT testing has been reviewed and signed off by our ropeway engineer.
- ii. Dave met and is moving forward with Sierra Research. Hannah and Dave to work together on how to ask for what is the most useful.
 - iii. Dave working with Alan Steffart on an RFP for a project manager.
 - iv. Once we get more detailed information, Mike hoped we can get more details into the monthly report.
7. UNFINISHED BUSINESS: Employee Meal Plan
- a. Motion by Norton (6:11) to authorize Dave to implement a meal plan similar to last year.
8. NEW BUSINESS:
- a. Motion to procure a wage analysis study up to \$5,000 from Kevin at 6:12.
9. PUBLIC PARTICIPATION:
- a. Brian: Thanks for the clear answer on the Ptarmigan situation and looking forward to a good winter.
10. BOARD COMMENTS:
- a. Jon: Thanks for all the updates.
 - b. Stephanie: Thanks to the staff for all the work they do.
 - c. Norton: November 30, Eaglecrest will be presenting at the Juneau Chamber of Commerce.
 - d. Kevin: Feels better than we were last year and it's getting cold.
 - e. TJ: Appreciate staff participation.
 - f. Hannah: Looking forward to data.
11. ADJOURNMENT: Motion to adjourn by Norton at 6:19.

Committee Assignments:

Planning: Norton (Chair), Kevin, Hannah, TJ

Finance: Jon (Chair), Kevin, Stephanie

Human Resources: Kevin (Chair), Norton, Hannah

Eaglecrest Foundation: Stephanie

**Eaglecrest Board of Directors
Annual Retreat Meeting Minutes
September 30, 2023 8:00-1:00pm
Porcupine Lodge Board Room**

1. Roll call: Mike Satre, Stephanie Warpinski, Jon Dale, TJ Mason, Hannah Shively, Norton Gregory,
2. Board Chair opening address:
 - a. Mike gave an opening address and walked the board through board operation procedures. Mike discussed the annual timeline of board deliverables.
 - i. Action item: Mike to email board annual timeline
 - b. Changes to monthly agenda were discussed.
 - i. Action item: Joint Assembly-Eaglecrest Board meeting should be scheduled and prioritized this year.
 - ii. Action item: Mike to work with Dave on more efficient management report given existing limitations on Dave's time.
 - iii. Action item: Stephanie and Mike will develop a pending list/tracker for items.
3. Budget overview: Dave went over expense breakdown, revenues. Dave mentioned that since 2017 when he was hired, the key issues were low wages, recruitment, and climate resiliency.
 - a. 2 years until Gondola is up and running and we need to focus on financials and employment until then.
 - i. Action item: Mike to work with Dave on Revenue YTD examples with budget.
 - ii. Action item: Assembly member Alicia has requested a clear picture to understand installation and finances for gondola.
 - b. Key positions Eaglecrest would like in the next few years:
 - i. Direct of summer tourism
 - ii. Snow safety director
 - iii. Summer program coordinator
 - iv. Trail construction manager
 - v. Business administration manager
 - c. Next step for the finance committee: CIP cycle and preparing/approving the 2024 budget.
4. Recruitment and retention: Dave did a NeoGov demo and provided a status update on recruitment, including J1 applicants. Many positions are not filled for the upcoming year.
 - i. Action item: Do we have a plan ahead of time to let the public know we can't offer certain things due to underemployment?
5. NSAA wage survey:
 - i. Action item: Dave to email board results of survey.
 - ii. Action item: Dave to reach out to data consultant on next steps for a more digestible summary at Thursday board meeting.

6. Capital Improvement Projects: Ptarmigan chairlift was tested and deemed good for the upcoming year. It was stressed that intentional planning for the CIP is required for long-term success.
 - i. Action item: Dave to email board the report on tower bolts for Ptarmigan.
7. Administrative process for on-boarding
8. Summer Operations and Gondola Overview
 - a. Construction starts in May 2024 after bids go out in early 2024.
 - b. The board agreed that hiring a project manager for the next few years is critical.
 - i. Action item: Dave to reach out to CBJ engineer Allan to discuss project description for PM.
9. Final thoughts:
 - i. Action item: Can CBJ set up a shared folder for board members only, so we can look at files such as a draft budget?
 - ii. Action item: Reach out to Bruce Garrison on Eaglecrest Foundation.
 - iii. Update on nightskiing: Dave is working with a team to get the lights functional.

Manager's Report November 2023

Financial Analysis: In the financial chart below you will see the revenue and expenses as accrued year to date for each of the 5 years. Also shown is the comparison between FY 24 to make it easier to spot anomalies in enough time to adjust course during the season. We continue our positive trajectory for revenue being ahead of last year, which was our record setting year, by \$48,137 in total revenue. Now that we are taking in equipment for the repair shop we should see addition revenues start to come in on Retail and Repair. Snowsports School revenue is up and we have a very large wait list if we are able to find additional instructors. The expense data is being pulled from our Budget vs Actual spread sheet that has also been provided to the Board. Our new budget vrs actual expense tracking format is keeping us a little more current than the reporting that we can pull straight from the CBJ reporting software. Personnel services expenses continue to be below last year despite our additional pay increases that were implemented last year. We have had a couple of Ski Patrol staff that have been able to

	FY 20	FY 21	FY 22	FY23	FY24		FY24 to FY23	FY24 to FY22	FY24 to FY21	FY24 to FY20
Sales	Actuals	Actuals	Actuals	Actuals	Actuals		Variance	Variance	Variance	Variance
Ski School Fees	\$ 21,203	\$ 40,995	\$ 74,047	\$ 78,635	\$ 82,067		\$ 3,432	\$ 8,020	\$ 41,072	\$ 60,864
Ski Lift Fees	\$ 116	\$ 7,870	\$ 136	\$ 1,710			\$ 1,574	\$ (6,160)	\$ 1,534	\$ 1,710
Advance Ticket	\$ 16,961	\$ 3,003		\$ 22,041			\$ (22,041)	\$ -	\$ (3,003)	\$ (16,961)
Season Ticket	\$ 166,085	\$ 78,729	\$ 92,461	\$ 78,032			\$ (78,032)	\$ (92,461)	\$ (78,729)	\$ (166,085)
On Line Season Pass Sales	\$ 346,928	\$ 651,777	\$ 787,936	\$ 872,948	\$ 1,002,941		\$ 129,993	\$ 215,005	\$ 351,164	\$ 656,013
Bus Fees	\$ 316	\$ -		\$ 178			\$ (178)	\$ -	\$ -	\$ (316)
USER FEES	\$ 551,433	\$ 774,619	\$ 962,314	\$ 1,051,970	\$ 1,086,718		\$ 34,748	\$ 124,404	\$ 312,099	\$ 535,225
Retail - Soft G	\$ 2,155	\$ 308	\$ 1,229	\$ 2,457	\$ 108		\$ (2,349)	\$ (1,121)	\$ (200)	\$ (2,047)
Food Service	\$ 1,305	\$ -		\$ 1,832			\$ (1,832)	\$ -	\$ -	\$ (1,305)
Ski Repair		\$ 310	\$ 835	\$ 16	\$ 287		\$ 271	\$ (548)	\$ (23)	\$ 287
SALES	\$ 3,460	\$ 618	\$ 2,064	\$ 4,305	\$ 395		\$ (3,910)	\$ (1,669)	\$ (223)	\$ (3,065)
Locker Rental F	\$ 46,410	\$ 52,865	\$ 64,937	\$ 58,040	\$ 75,167		\$ 17,127	\$ 10,230	\$ 22,302	\$ 28,757
Ski Rental	\$ 3,629	\$ 15,728	\$ 16,051	\$ 8,369	\$ 14,200		\$ 5,831	\$ (1,851)	\$ (1,528)	\$ 10,571
Cabin / Facility Rental		\$ 25,376	\$ 16,673	\$ 25,637	\$ 19,978		\$ (5,659)	\$ 3,305	\$ (5,398)	\$ 19,978
RENTALS	\$ 50,039	\$ 93,969	\$ 97,661	\$ 92,046	\$ 109,345		\$ 17,299	\$ 11,684	\$ 15,376	\$ 59,306
Total Sales	\$ 604,992	\$ 869,206	\$ 1,062,039	\$ 1,148,321	\$ 1,196,458		\$ 48,137	\$ 134,419	\$ 327,252	\$ 591,466
Difference between FY23	\$ 543,329	\$ 279,115	\$ 86,282	\$ 48,137						
Expenses										
Personnel Costs							FY24 to FY23	FY24 to FY22	FY24 to FY21	FY 24 to FY20
Ski Area Administration	\$ 132,828	\$ 97,789	\$ 101,282	\$ 146,468	\$ 171,772		\$ 25,304	\$ 70,490	\$ 73,983	\$ 38,944
Ski Rental Shop		\$ 728	\$ 2,676		\$ 889		\$ 889	\$ (1,787)	\$ 161	\$ 889
Ski Patrol Program		\$ -		\$ 1,253	\$ 5,276		\$ 4,017	\$ 5,276	\$ 5,276	\$ 5,276
Lift Operation Program	\$ 753	\$ -		\$ 4,365			\$ (4,365)	\$ -	\$ -	\$ (753)
Maintenance Program	\$ 39,856	\$ 28,831	\$ 54,183	\$ 87,915	\$ 28,991		\$ (58,924)	\$ (25,192)	\$ 160	\$ (10,865)
Lodge Operations Program	\$ 10,336	\$ 561	\$ 11,790	\$ 22,467	\$ 18,948		\$ (3,519)	\$ 7,158	\$ 18,387	\$ 8,612
Food Service		\$ -		\$ 223			\$ (223)	\$ -	\$ -	\$ -
Marketing/Special Events	\$ 4,054	\$ 22,415	\$ 22,619	\$ 21,932	\$ 23,510		\$ 1,578	\$ 891	\$ 1,095	\$ 19,456
Ski School Program	\$ 2,200	\$ 5,587	\$ 6,326	\$ 6,799	\$ 27,731		\$ 20,932	\$ 21,405	\$ 22,144	\$ 25,531
Total Personnel Costs	\$ 190,027	\$ 155,911	\$ 198,876	\$ 291,428	\$ 277,117		\$ (14,311)	\$ 78,241	\$ 121,206	\$ 87,090
							\$ -	\$ -	\$ -	\$ -
Other Expenses							\$ -	\$ -	\$ -	\$ -
Ski Area Administration	\$ 89,697	\$ 92,410	\$ 134,876	\$ 137,031	\$ 201,507		\$ 64,476	\$ 66,631	\$ 109,097	\$ 111,810
Ski Rental Shop	\$ 771	\$ 6,453	\$ 5,154	\$ 7,431	\$ 20,203		\$ 12,772	\$ 15,049	\$ 13,750	\$ 19,432
Ski Patrol Program	\$ 323	\$ 832	\$ 2,635	\$ 92	\$ 810		\$ 718	\$ (1,825)	\$ (22)	\$ 487
Lift Operation Program	\$ 932	\$ 870	\$ 486	\$ 1,232	\$ 8,390		\$ 7,158	\$ 7,904	\$ 7,520	\$ 7,458
Maintenance Program	\$ 13,325	\$ 18,007	\$ 15,988	\$ 2,987	\$ 6,106		\$ 3,119	\$ (9,882)	\$ (11,901)	\$ (7,219)
Lodge Operations Program	\$ 9,284	\$ 15,766	\$ 10,713	\$ 10,790	\$ 6,676		\$ (4,114)	\$ (4,037)	\$ (9,090)	\$ (2,608)
Food Service	\$ 132	\$ 901			\$ 945		\$ 945	\$ 945	\$ 44	\$ 813
Marketing/Special Events	\$ 6,056	\$ 1,180	\$ 2,558	\$ 16,632	\$ 9,225		\$ (7,407)	\$ 6,667	\$ 8,045	\$ 3,169
Building Maint/Utilities	\$ 4,990	\$ 2,755	\$ 4,028	\$ 2,734	\$ 2,362		\$ (372)	\$ (1,666)	\$ (393)	\$ (2,628)
Ski School Program	\$ 624	\$ 542	\$ 401	\$ 1,677	\$ 1,290		\$ (387)	\$ 889	\$ 748	\$ 666
Equipment Replacement	\$ 29,169	\$ 29,165	\$ 29,161	\$ 25,000	\$ 26,922		\$ 1,922	\$ (2,239)	\$ (2,243)	\$ (2,247)
Vehicle Maintenance	\$ 875	\$ 14,299	\$ 28,461	\$ 23,228	\$ 12,285		\$ (10,943)	\$ (16,176)	\$ (2,014)	\$ 11,410
Total Other Expenses	\$ 156,178	\$ 183,180	\$ 234,461	\$ 228,834	\$ 296,721		\$ 67,887	\$ 62,260	\$ 113,541	\$ 140,543
							\$ -	\$ -	\$ -	\$ -
Total Costs	\$ 346,205	\$ 339,091	\$ 433,337	\$ 520,262	\$ 573,838		\$ 53,576	\$ 140,501	\$ 234,747	\$ 227,633
Total Net	\$ 258,787	\$ 530,115	\$ 628,702	\$ 628,059	\$ 622,620					

come on early to assist us with some capital projects. These wages need to be transferred to our CIP account to reflect this work. We have higher than average Lift Operations Materials and Commodities expenses this year as we focused on extensive fluid replacements on all of our Gear Boxes and sourcing additional needed parts.

Mountain Operations: The Mountain Operations Team has been busy catching up on some lift maintenance tasks. Additional line work has been completed on Black Bear including testing of the derail circuits on the heavy side of the lift. Chair carrier inspection and repair has been completed on Ptarmigan, Hooter and Black Bear. Sheave wheels have been rebuilt with liners and bearings for continued line work on Black Bear and Ptarmigan. Our Private Lift Maintenance Contractor will be coming into town on Monday November 6th. He will be assisting us with haul rope inspection, sheave assembly replacement on tower 5 heavy side of Ptarmigan, Black Bear brake and tensioning system servicing, load testing and detailed top bull wheel bearing inspections. The other very exciting news related to lifts is that we have hired a new Lift and Vehicle Maintenance Manager who has 13 years of experience including a lot of Riblet specific experience. He should be arriving around November 7th – 8th. We are very excited to welcome him to the team. Our annual lift safety inspection is scheduled for November 14th.

The repair and servicing work on our two primary front line snow cats are nearing completion. Repair work on the winch cat tiller will be next up on the hit list for the snowcat repairs. Our 7 new HKD Viper air water snowguns have arrived and are being mounted onto their bases and being deployed over the mountain. We plan to start the season with 22 snowguns with the hopes of adding in another 4 to 5 by early December. New water hydrants and hoses have been ordered to ensure we are safely operating and can maximize our equipment. The final electrical work on the Log Jam pump station and the electric air compressor should be complete by the middle of next week. We hope to be ready for a full system test, running all of the guns on the new pump by the end of next week so we are ready for full production as soon as temperatures return.

A new filtration screen has been installed in Cropley lake along with a new pressure transducer. The filtration screen will prevent small Dolly Varden fish from swimming into the hydro power and snowmaking intake pipe. The pressure transducer will measure the real time depth of the lake to ensure that we maintain compliance with our water rights during our snowmaking season this year.

We had a rupture in the main potable water distribution line on November 3. The rupture happened underground where the water for Porcupine Lodge T'd off of the main distribution line. The General Manager worked throughout the weekend to excavate and locate the rupture source parts and materials and get the line put back together by late November 5th. We were able to start refilling the water system by Tuesday the 7th. Many community members chipped in to complete the repairs over the weekend including Alan Steffert, CBJ Engineering, Jeff

Duvennae, owner of Harris Plumbing and Andrew Cambell, owner of Admiralty Construction. Greg Hudson was able to assist all day on Sunday for the rebuilding once the excavation was complete and parts were on hand. Once confident that the repair was holding pressure, the mountain operations team reinsulated the water line and got the line properly back filled before the ground froze.

We conducted our 5 year Sanitary Survey on Thursday November 9th on our potable water system from the DEC inspectors. The system passed with no recorded deficiencies. The Manager was in Anchorage for four days of water operator training from November 20th to 23th to ensure that continuing education credit requirements were achieved to maintain the small treated water operator certifications.

Ski Patrol

Majority of the crew starts this week kicking off a busy preseason training and ramp up for the season.

-Lockers have been constructed and the new locker room is mostly put together. The aid room reorganization will be ramping up with the crew returning.

- AC power has been restored to Powder Patch. Radios have been installed on Powder Patch and Ridge weather station. Some trouble shooting and programming need to occur to get data from the ridge weather station to transmit out to the world.

- The Mountain's Safety Plan has been submitted for approval with AKDNR.

-Hiring is nearing completion. We have hired 2 part time SPTCW and one part time Ski Patroller, have prospective candidates to fill one more position.

Marketing and Events:

- Snowvana ski expo is happening this weekend in Portland Oregon.
- November dates are posted online. Three showings November 11th November 12th and November 17th
- Assisting Juneau Ski Club with marketing the annual Ski Swap happening this weekend at the Centennial Hall
- Haunted House success!
- Built/Designed ski + stay ads. Program is running through Kellys Concierge. Will be linking to their portal from our website one page is complete
- Pray For Snow participants (donated day passes to 10 Pray for Snow events around the PNW and will be marketing with such!)
- Developed School Group Sponsor Page for SSS
- posting on all social channels to build the stoke for the season

Base Operations: We are currently in our transition period with a vacancy in the Base Operations Manager Position. Thankfully we have just filled the position and are working to firm up an exact start date which is looking to be around the third week of November. She is coming us for with from CBJ Finance Department. We are excited to be bringing someone over that has a great depth of knowledge of the many of the CBJ systems that we use. In the interim our Revenue Coordinator has been giving us some part time hours to help with our daily revenue transmittals. The General Manager has been working a lot on all things recruitment with a lot of time being spent on finalizing the hiring of our J1 visa students which looks to be around 19 total students. Many hours have been spent assisting various departments with hiring approvals and advanced step placement requests.

SSS

Hiring and its many processes,
Instructor training has started, virtual training and completed two weeks. two more weeks of virtual training.
All employee training- scheduling, planning.

Haunted House @ Eaglecrest - raising money for the Eaglecrest Foundation B2B Program, raised over \$5990 dollars with a total of 1198 people attending the haunted house.
Quinn Zahasky who is the coordinator of B2B was extremely creative in his planning and running of this event. We hope to continue this for future fund raising for the program. Many of the Past B2B participated in decorating and scaring guests each night.

All B2B applications have been collected and middle school students are being contacted. First in school afterschool club activities start next week.

All Season Pass card stock has arrived Juneau Ski Sale Thursday-Saturday this week, for selling/printing passes.
We will be moving off Site Thursday morning prepping our sale space. Staffing the event has been challenging, with no Base operations Director, Revenue coordinator or ticketing cashiers we have called in favors to support the event.

We have invited the Eaglecrest Foundation to Join us at our table at the ski sale to support fund raising efforts.

Our School Group Program has only found 7 sponsor so far for this season, we are still waiting to hear from some.

Eaglecrest SSS Director and Community Outreach Manager attended the PSIA Directors Meeting in Wenatchee, last week. This was the first time the directors have been able to meet in person since 2019 and these events create learning experiences, conversations and connections with Other PSIA Directors in our industry that are highly valuable.

RRR

Mike Cole our new RRR Supervisor has started and we have been going through everything and navigating the processes in retail and Repair.

The Retail/ Repair shop opened and the shop is already full of gear, Mike is working through it as quickly as possible. We still are looking for more repair techs or we will be in the same position we were last season.

Retail inventory is being input still as boxes continue to arrive.

The Zipline finally moved out of our spaces and we have been able to move back into the rental shop. This gave us the opportunity to unbox more of the gear and get it ready for inventory/ scan codes and testing.

We got an electrician to put in new electrical outlets from the ceiling to each work stations.

Other

All work stations that transact credit cards have had drives replaces, CC machine re loaded to them. We currently got a new server on the Mtn that wiped the entire sales system out for week, I've been working with It, Intouch and the CC company to resolve the issues we currently have been able to make 80% of the stations functional. When I have time to work on the food service coding I can fix these stations also.

Working with Marketing to build all the events for Snowvember for online ticketing sales which will be live soon.

Recruitment Progress

- Lift and Vehicle Maintenance Manager Positions Filled.
- Base operations Manager position filled.

Outline - Winter Season 2024 – October report:

- **Total Hires - 19 students.**
 - Job offers status:
 - Signed 15 students
 - Pending 4 students
 - Work permit status:
 - **Approved 3 students (IIP)**
 - Vetting process 9 students (INTRAX and Interchange)
 - Pending 7 students (AAG)
 - Visa status:
 - **Scheduled 10 students**
 - **Nov 24 1 student**

- Nov 27 7 students
 - Nov 29 1 student
 - Pending 9 students
- **Travel Manifest** -
 - Pending 19 students
- **Position Breakdown** – total numbers per position

Additional Information					
# by position vs Gender	MALE	FEMALE	TOTAL	Quota	Observation
Lift Operator	4	4	8	Filled 8/8	
Cashier	1	1	2	Filled 2/2	
Cook	0	2	2	Filled 2/2	
Non-Certified Instructor	1	1	2	Filled 2/2	
Ski Rental Shop Tech	2	2	4	Filled 4/4	
Snow Sports School Administrative Coordinator	1	0	1	Filled 1/1	
TOTAL	9	10	19	19/19	

Ski Patrol – Hired two part time train crew workers that will share time with snow sports. These will be using employee housing. Hired one part time Ski Patroller. Have good candidates to fill one more position to meet department needs

Cashiers – have hired two J1's, finalizing appointment of 1 local hire. Have good candidates to fill one more local hire position for the department to be full

Cooks- Hired two J1s which fills our need for cooks. First two weekend and the last two weekends will be tough with their arrival and departure dates.

Lift Operators – Hired 8 J1 visa workers. Have two full time returning. One part time returning. Looking to fill one or two more positions locally. No active applicants but have had some word of mouth interest that we are working to track down.

Instructors

Hired

4- part time

2-Shared with Patrol

1 Full time & 2 J1s

Need

3 more full time

3 more part time

Rental

Hired

5 -J1s- not arrive until Dec 5-19th

Need

2- Local full time or part time

Repair

Hired- 0

Need- 2-3

Retail Sales

Hired -0

Need-1

SSS Admin

Hired- 1 J1- Arrive Dec 8th

Need- 1 full time

Wage Analysis Study:

I have been working on this for the last three weeks trying to meet the CBJ contracting rules for insurance coverages and indemnification for the contracted work to happen. I have been in regular communication with the contractor and believe that we are extremely close to having agreements on all of the necessary documents ironed out.

Gondola Project Update: Now that the engineering team is back to work they have been busy analyzing all of the load calculations for the spans between towers with the configuration of four pods of three cabins fully loaded on the uphill and downhill sides of the line. We are ensuring

that tensioning carriage travel meets specifications. We have determined that two additional towers will need to be added between the original Tower 4 and 5. In partnership with two local contractors, we have established access to these two new sites and are planning to complete our GeoTech Analysis at these sites the middle of next week.

Zrinko Amerl from SteelHead Systems is on our design and engineering team and has been the liaison between the Austrian Engineers that originally constructed our Gondola and our primary Ski Lift Engineers from SCJ Alliance to source all of our needed towers to complete the midstation design and properly support the cable through the large tower spans. They have a very good solution that fits within our budget that I hope to solidify in the next week. Once we have this finalized, the structural load calculations can be completed and technical foundation design can be completed.

We have received our Trip Generation Memo from our traffic Engineers at Dowl Engineering. Their findings were that, depending on traffic density, our average daily vehicle trips will range from 194 daily trips on the low end to 422 trips on the high end. CBJ Code requires a full Traffic Impact Analysis for any project that generates over 500 daily vehicle trips. Projects that generate less than 250 daily vehicle trips do not need to Traffic Impact Analysis. Between 250 and 500 lies at the discretion of the Community Development Director. The Trip Generation Memo was submitted to the Planning Department for review on Monday.

Progress has been slow on the concept of hiring a Project Manager. Doing my best to find the best method and navigate through the City Process.