

# Fixed Assets Committee Meeting Minutes

**Date:** October 27, 2025

## Attendees

Sandra, Kevin, Sunny, Alex, Hilary, Jonathan, Tom, Amy, Annie, Greg, and Margot, Ryley, and Kirsten

## Announcements & Introductions

The meeting began with introductions, audio checks, and onboarding of new participants. Updates were shared regarding changes to the store payment system, including discontinuing Visa debit card use. The agenda was reviewed, including subcommittee updates and project discussions.

## Committee Organization and Process

Kevin facilitated agenda updates, including confirming Alex as project manager for the kitchen project. The committee approved prior meeting minutes and discussed participation protocols, including identifying voting members with “FAC” labels.

## Permitting and Recycling Operations

Kirsten provided updates on recycling plans and permitting challenges. Discussions included potential relocation to Outer Mongolia, though site limitations such as seasonal flooding in Tower Lot were noted. Coordination continues with legal and county contacts to assess feasibility. Recycling leadership will conduct stakeholder meetings and report back with recommendations.

## Facility Planning and Population Constraints

The committee emphasized that facility changes are intended to support the current population size, not expansion. Plans focus on reorganizing existing operations—such as kitchen and recycling—without triggering regulatory concerns related to growth.

## Kitchen Consolidation and Location Strategy

The group discussed merging kitchen operations into a single location near the recycling dock. Considerations included operational efficiency, permitting constraints, and infrastructure improvements such as permanent foundations and pole barn structures. Concerns were raised about maintaining functionality and incorporating stakeholder input.

## **Zoning and NCU Considerations**

The committee reviewed zoning constraints and confirmed that development should remain within designated NCU (Non-Conforming Use) areas to avoid regulatory complications. Shared maps and documentation are being compiled for planning reference.

## **Operational Area Planning**

Discussions covered approved operational areas, including Outer Mongolia and recycling dock zones. The group evaluated relocation impacts, including floodplain risks and congestion, and continued refining location strategies within permitted zones.

## **Facility Improvement Projects**

Updates were provided on major projects, including the planned kitchen rebuild and recycling relocation timelines. The winery house project is nearing completion, with remaining work focused on landscaping and utilities. A comprehensive facilities inventory is in development to support long-term planning.

## **Timeline and Next Steps**

The committee will continue meeting through November, followed by a December hiatus. Subcommittees are expected to continue work and provide updates, with further decisions anticipated after additional stakeholder input and permitting clarity.

## **Action Items**

- Kevin to repost agenda for full group visibility
- Sunny to appoint and support subcommittee coordination
- Kirsten to add permit updates to agendas and follow up with stakeholders
- Amy Hand to conduct recycling stakeholder meetings
- Tom Lanphier to consult county contacts regarding permits
- Sunny to organize shared documents and maps access
- Subcommittees to continue meetings and progress updates
- Kirsten to share facilities inventory when ready
- Committee to plan winery house walkthrough in spring