

CLUSTER MAILBOX REPLACEMENT – GPC EVALUATION

There are 2 Wants:

- Mailboxes exist for almost all Members who want one but they are old, unattractive and do not meet TD vision
- A small number of members (estimated at 15?) cannot get a cluster mailbox because their lot is not located in an open mailbox space and the USPS refuses to re-sequence

The GPC task Force has spent the last two years trying to find a cost-effective solution and has proposed various alternatives to the USPS. The only alternative they will consider is installation of a mailbox for every property.

The task force has evaluated this project using established GPC criteria -

Has the asset reached the end of its' useful life – Cluster mailboxes are unsightly, but maintenance costs are low and there is no indication that they are nearing the end of their serviceable life. Members have reported wet mail and frozen doors but this is partly due to lack of a roof rather than the condition of the mailboxes.

Do we expect to see growth in demand – Trend is toward more vacation homes. Fewer Members are making Tahoe Donner their primary residence. TD currently has 1000 vacant mailboxes but not always in the right sequence.

Member benefit – Members would no longer have to endure the sight of our old mailboxes and 15 members would be able to get a mailbox on the hill

Cost – \$1.2 million to install 6,473 mailboxes in one location and another \$500K to put a roof over them. For every mailbox that fills a need we buy 432 mailboxes that are not needed.

Is activity available in Truckee – Yes, PO Box or Office Boss

What is the useful life of the project –

We already, pay bills, bank, shop and read newspapers online

Postal Service has delivered the mail through sleet and snow but they may not survive the Internet.

Have heard that USPS is looking at use of technology to eliminate home delivery. If they don't figure it out soon, Google or Amazon may beat them to it. It could be that mailboxes will go the way of the encyclopedia.

The HOA is not responsible for providing a cluster mailbox for every property, just like it isn't responsible for insuring that every property has good cell service, high speed internet or that your street is plowed by 7AM on powder days.

The GPC does not recommend replacement of cluster mailboxes at this time.

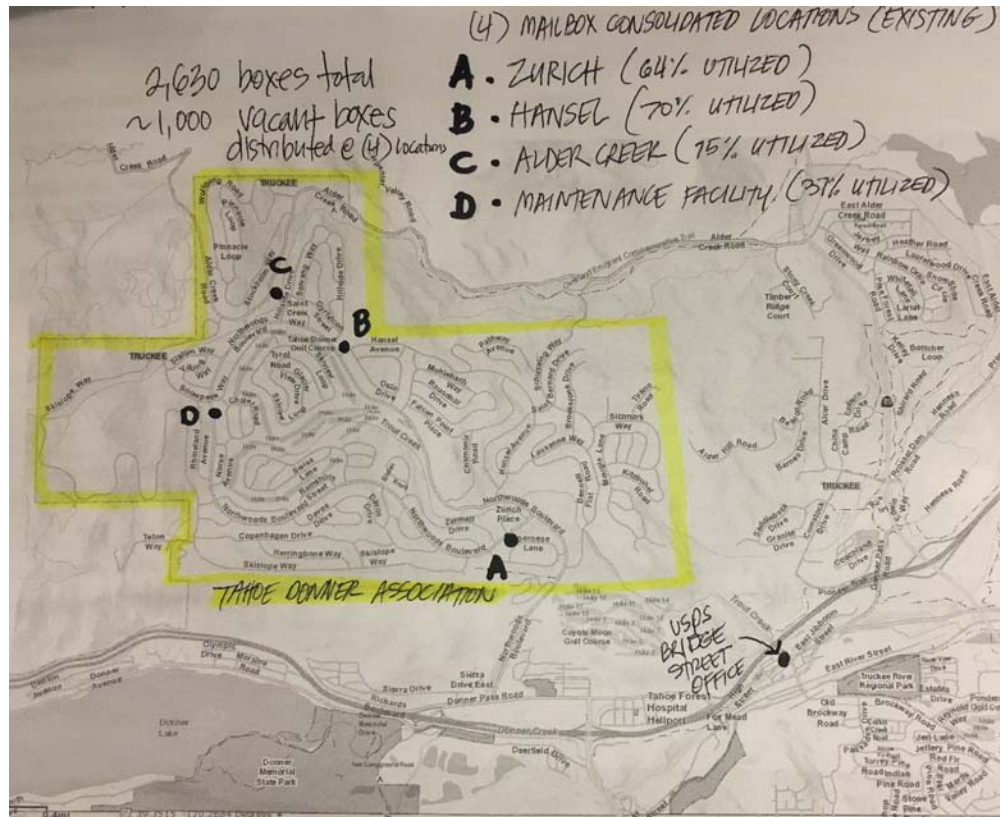
Mailbox Consolidation

TAHOE DONNER ASSOCIATION

Option 5; 6,496 mailboxes in (406) units (at Zurich and Northwoods)

History of GPC Task Force Options, 9/19/2016 Meeting Minutes

1. **Option 1:** Tahoe Donner to continue adopting the maintenance duties of all USPS mailboxes within TDA, repairing and replacing boxes where necessary.
 - Pros: Lowest cost option
 - Cons: Existing boxes do not meet USPS specification standards, so newer and larger replacement boxes may shift entire rows, as necessary to fit within allocated spaces. Mail would still get wet during storms, and snow removal around boxes requires extensive labor during winter months.
 - Estimated Budget: Annually utilizing a percentage of the currently allocated \$440K Replacement Reserve Fund.
2. **Option 2:** Replace existing 2,630 mailboxes with 2,630 new mailboxes, and distribute them at (6) year-around amenities, mounted on existing exterior walls that are protected by overhead roof eaves. The three new empty TDA lots could be repurposed to include dog park, shuttle parking, or green space, etc.
 - Pros: Provides six areas for mail delivery at existing amenities, utilizes existing roof structures and parking areas, most cost effective option that includes new mailboxes in a protected area.
 - Estimated Budget: Funded by Replacement Reserve Funds at **approximately \$200K.**
3. **Option 3:** Replace existing 2,630 mailboxes with 2,630 new mailboxes, consolidated under (3) roofed structures located at Zurich, Hansel, and Alder Creek. As accepted in other communities, mail delivery requires homeowners to provide their own mailboxes, and those who have a PO box, pay approximately \$60 annually. To avoid USPS re-sequencing challenges, additional mailbox capacity should be included in the new clusters, and property owners who opted out of the original purchase could buy a box in the future. These boxes would be also be located in the clusters, but would be treated as PO boxes and numbered sequentially, as they are at any post office.
 - Pros: Only those who wish to have a mailbox would pay for one, and no cost would be incurred by the majority of the members that don't intend to receive mail at Tahoe Donner.
 - Estimated Budget: Funded by a combination of Replacement Reserve and Development Funds at **approximately \$1MM.**
4. **Option 4:** Replace existing 2,630 mailboxes with approximately 6,500 new mailboxes, consolidated under (3) roofed structures located at Zurich, Hansel, and Alder Creek, including motion activated solar lighting, and sufficient paved parking stalls. The mailbox cluster at maintenance yard would be eliminated because an overhead structure can't be built in the Town right-of-way. Each cluster would contain about 2,167 mailboxes, and be roofed similar to Northstar mailboxes.
 - Pros: Forward planning eliminates future potential modifications to mailbox number, layout locations, roof structure, and parking areas.
 - Cons: Highest cost option for a decreasingly-desired delivery option
 - Estimated Budget: Funded by a combination of Replacement Reserve and Development Funds at **over \$2MM.**



- Existing Mailboxes are consolidated at (4) locations within Tahoe Donner;
 - Zurich
 - Hansel
 - Alder Creek
 - Maintenance Facility

For Board consideration on 5/26/2018

Option 5: Install 6,496 new mailboxes at the Zurich site, then remove all 2,630 mailboxes at existing mailbox locations. Multiple improvements are required with the following preliminary cost estimates;

- \$10,000 =Membership Communication/Outreach/Coordination
- \$25,000 =Environmental Studies
- \$35,000 =Engineering
- \$25,000 =Permitting
- \$775,000 =6,496 mailboxes & locks, in (406) units (includes 2 oversized parcels each)
- \$320,000 =Construction:
 - Site Grading
 - Storm Water Retention
 - Concrete foundations
 - New asphalt driveway and parking
 - Installation of mailboxes and keying
 - Phase 2 parking lot
 - Signage and landscaping
- \$10,000 =Existing Mailbox removal and site stabilization at all four existing locations
- **\$1,200,000** =**Subtotal Estimate**
- \$500,000 =Future Overhead Roof Structures with Lighting
- \$1,700,000 =Total Estimated Project Cost



- Existing Mailboxes and Driveway at Northwoods/Zurich Mailbox Cluster

Parcel & Recorded Map ...

By Value From Map Results

[Zoom All](#) [Clear](#)

Features selected: 1

45-210-05
 Address: 17455 NORTHWOODS BOULEVARD
 Truckee, CA 96161
[Report](#)

Options Zoom to Clear Selection Refresh

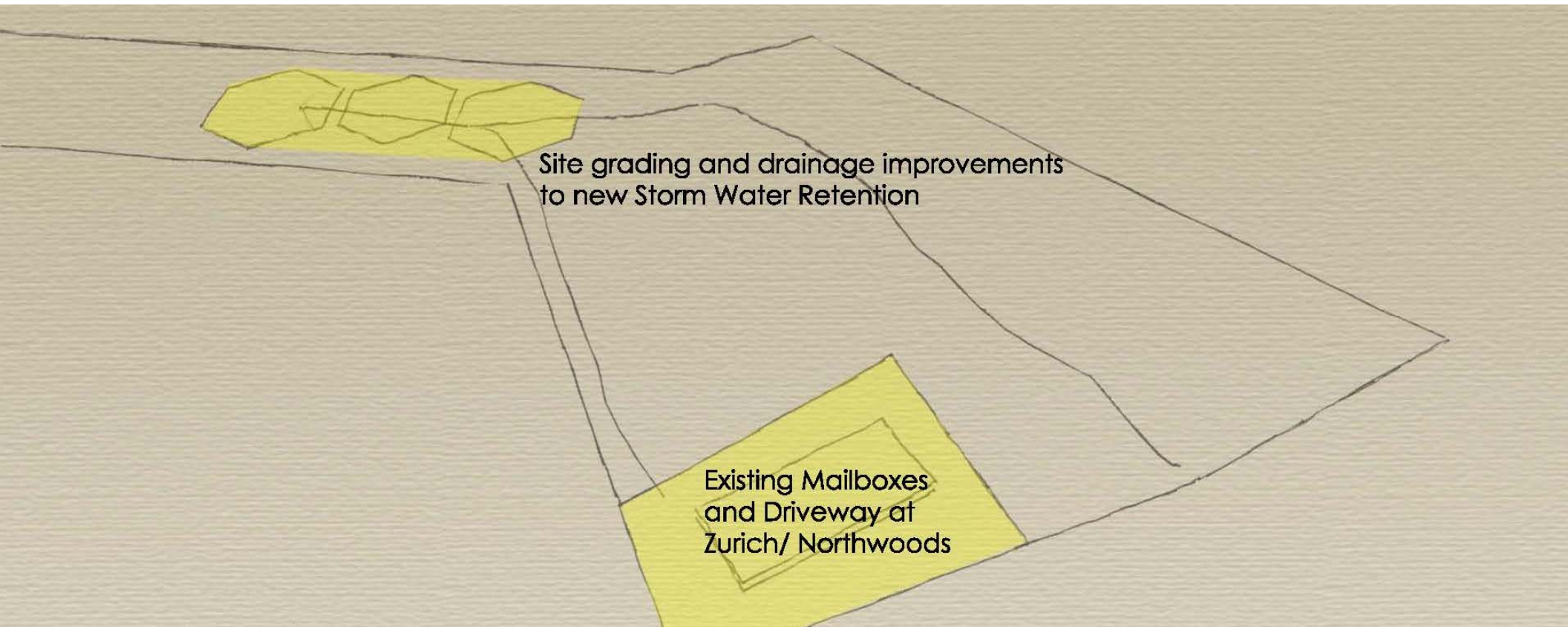
Search Results: Address

| APN | Site Address | Site Address Line 2 | Situs PO and Zip | Mailing Address | Mailing PO and Zip | Report Link | Exemption Code | Gross Roll Value | Tax Area Code | Assessed Acreage |
|-----------|----------------------------|---------------------|-------------------|-----------------------|--------------------|---|----------------|------------------|---------------|------------------|
| 45-210-05 | 17455 NORTHWOODS BOULEVARD | | Truckee, CA 96161 | 11509 NORTHWOODS BLVD | TRUCKEE, CA 96161 | http://reports.nevcounty.net/rdReport=parcel.ParcelRep | | 0 | 03001 | 5.41 |

- 17455 Northwoods Blvd. (Zurich Mailboxes)
- 5.41 Acres
- Elevation: 6,299
- Existing Use: Member Mailboxes
- Existing Zoning: Recreation



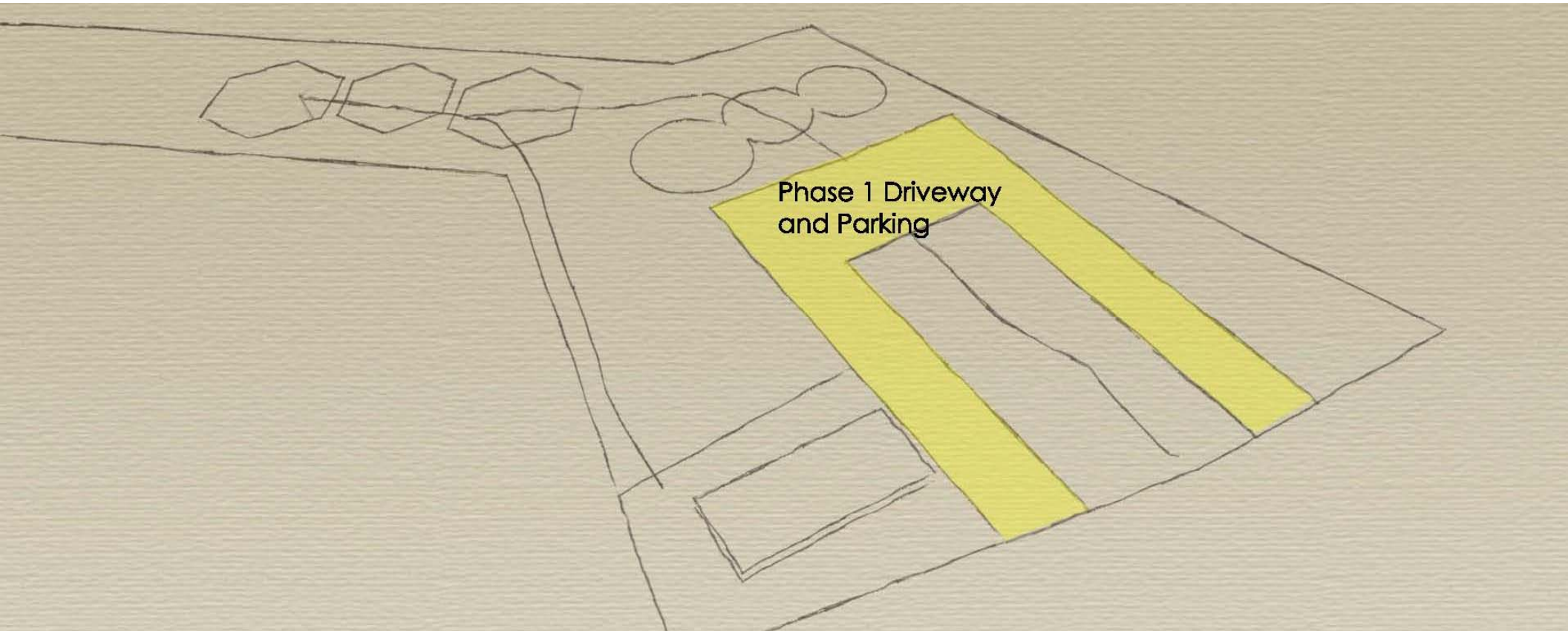
- Existing Mailboxes and Driveway within lot boundary at Northwoods/Zurich



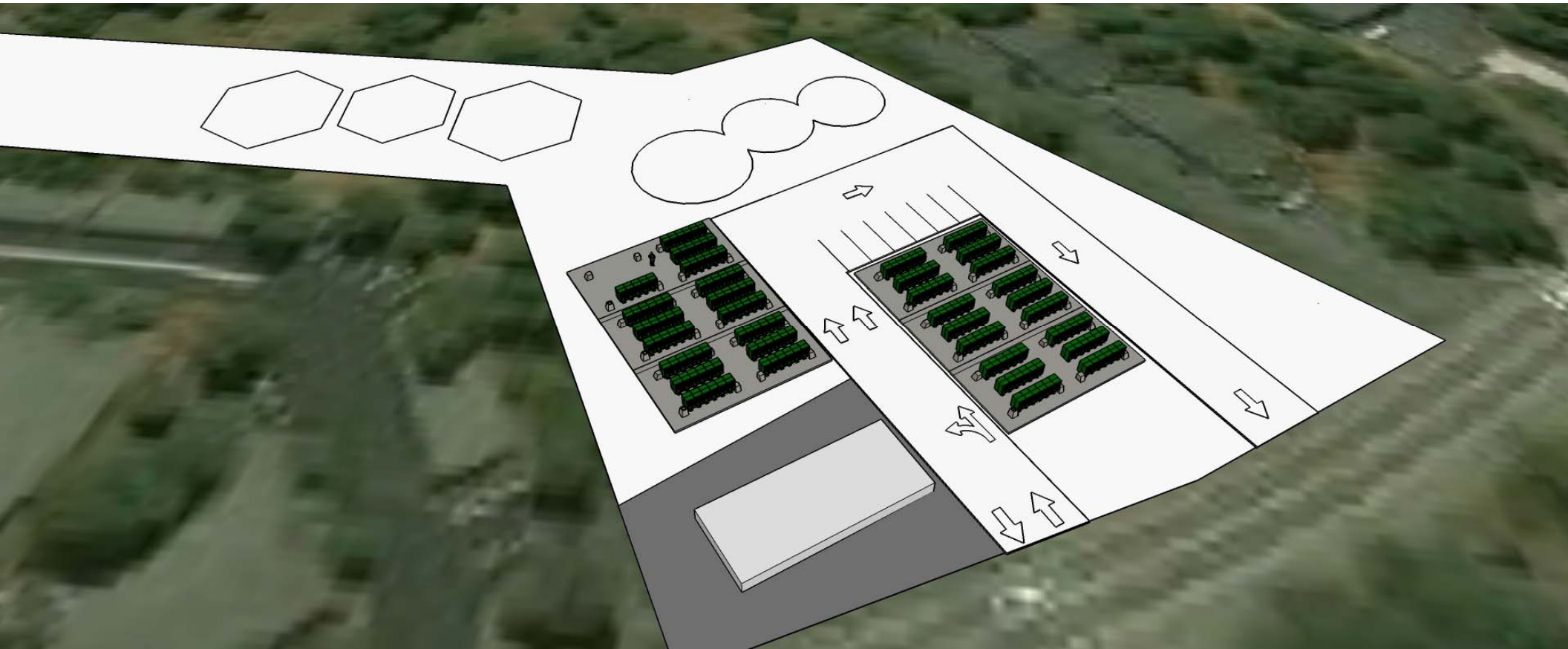
- Existing Mailboxes and Driveway are highlighted on the existing lot
- Site grading and drainage improvements would be required for storm water management and retention



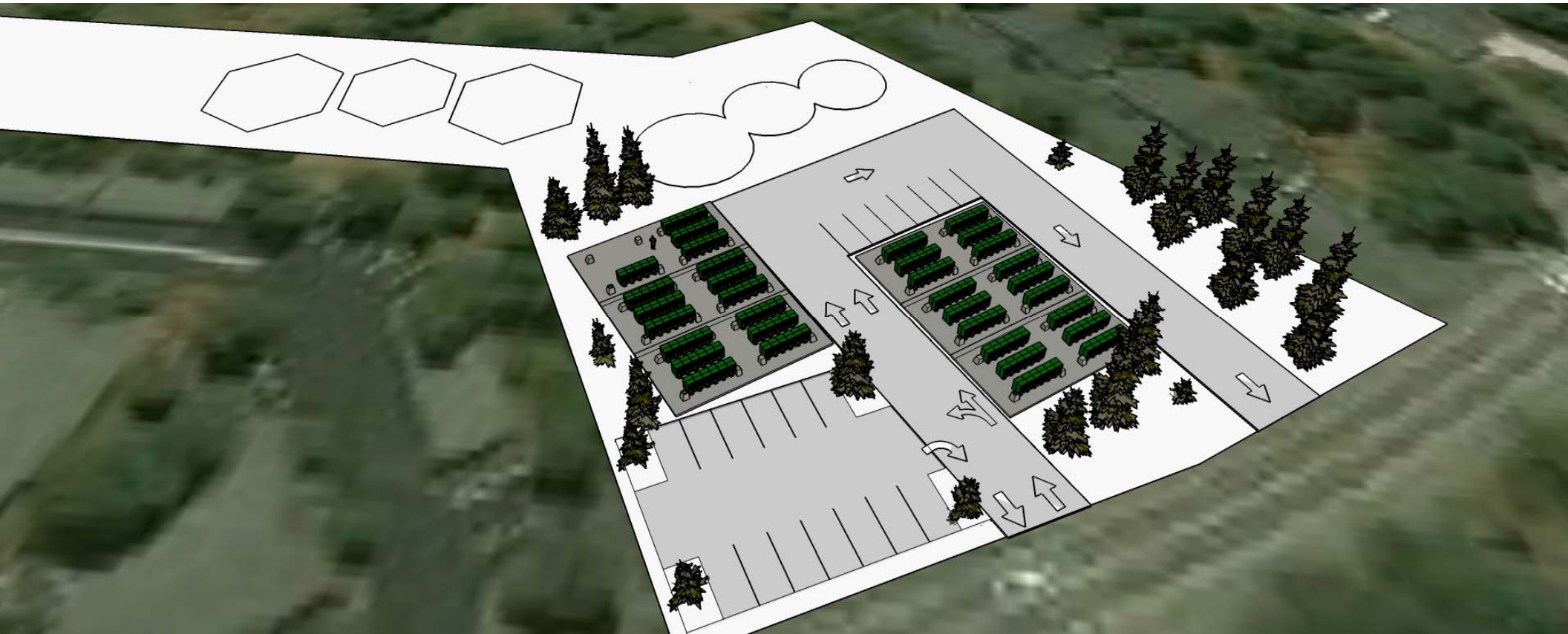
- Snow Storage Area is delineated on the down-slope section of the lot, allowing for efficient equipment circulation and storm water management



- Phase 1 driveway and parking is installed and preparations for construction efforts are made



- New Concrete foundations/pads are constructed, with 6,496 Mailboxes installed while existing mailboxes remain active and utilized by membership.
- Additional space is available on the NE pad to accommodate future growth or services.
- Upon mailbox completion, new driveway is paved and striped with directional arrows for efficient thoroughfare.



- Upon key distribution and USPS loading of the new 6,496 Mailboxes, old mailboxes and driveway are removed.
- Phase 2 parking is paved and striped to coordinate with Phase 1 driveway



- Should roof structures eventually be approved by the GPC and Board, they can be constructed at a later date, as new foundations would accommodate roof design. This minimizes member impact and future construction costs.



- Schematic of new cluster mailboxes under optional roofing with overhead lights
- 1,152 mailboxes can fit within a 25' x 50' footprint



Sierra Meadows



Comstock



Tahoe Donner Association



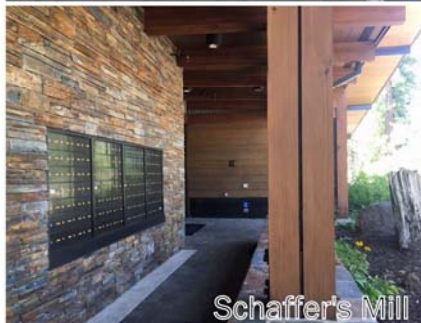
Pioneer Center



Donner Crest



Northstar



Schaffer's Mill



Lahontan



Martis Camp

- Examples of Mail Delivery within North Tahoe Region.