

MEMO



From: Art King, Finance Committee Chair

To: Board of Directors

Date: May 20, 2017 Regular Board Meeting

Subject: Approval of Marty Anderson as a new Alternate Member of the Tahoe Donner Finance Committee

Message:

The Finance Committee is asking the Tahoe Donner Board of Directors to approve Marty Anderson as the newest member of the Finance Committee as an Alternate Member. I've known Marty for two years and in addition, we met to discuss the responsibilities of being on the Committee. I believe that he will be an active and contributing member. Prior to the meeting the Committee reviewed his resume and they had a chance to meet him at our meeting on May 11th, 2017. There was 100% support for him to join our Committee. His term would run until January 2019.

Thanks, Art

DECISION PAPER



May 4, 2017

Issue:

Staff would like to improve the Day Camp building at the Beach Club Marina.

Background:

For several years, Day Camps has been using the old pump house building at the Beach Club for the Donner Lake Adventure Camp. Many of the camp activities take place just outside the building on the asphalt. It is often extremely hot and slippery (sand blowing from the beach reduces friction) and there have been many scrapes and bruises as a result. Additionally, this area is adjacent to the parking lot and exit gate so the kids are playing in close proximity to vehicle traffic. Last fall, staff researched solutions to these issues and developed a plan to mitigate them. We would like to enclose an area to the south and east sides of the building with a fence and install artificial sod to provide a safe, enclosed area for the campers to participate in daily activities. The plan includes: removal of debris from the unpaved area to the south and east of the building, compacting decomposed granite in the same area to create the appropriate surface and slope, construct a 6' cedar fence with gates, and install Intelliturf artificial sod adjacent to the asphalt and building – inside the fence. Details are illustrated on the attached pages. The attached proposal would include a contingency for a budget not to exceed \$30,000 utilizing New Machinery and Equipment Funds.

Options:

1. Make proposed improvements of fencing and sod at the day campers area for a budget not to exceed \$30,000 utilizing New Machinery and Equipment Funds.
2. Do not develop the area to the south and east of the day camp building at the Beach Club and operate as we have.

Recommendation:

Management recommends the Board of Directors consider approving Option 1. Make proposed improvements of fencing and sod at the day campers area for a budget not to exceed \$30,000 utilizing New Machinery and Equipment Funds.

Prepared By: Miguel Sloane 

Reviewed by: Forrest Huisman 

Reviewed by: Michael Salmon 

Board Meeting Date: May 20, 2017

General Manager Approval to place on Agenda: 

Date: 5/12/17 

Proposal

FROM:	Evergreen Construction, CA Lic #952299	Job No.	197
	PO Box 9152		
	Truckee, CA 96162		
	530.412.3173		

PROPOSAL SUBMITTED TO:

Name:	Tahoe Donner Association, Brian Yohn, Project Manager		
Phone:	530.412.4008	Date:	4/24/17
Street:	11509 Northwoods Blvd		
City:	Truckee		
State:	CA	Zip:	96161

I propose to furnish all materials and perform all labor necessary to complete the following:

Convert Donner Lake Marina parking space into Day Camp Area. Install Decomposed Granite subgrade (approx 2360 sq ft) and Intelliturf artificial sod (approx 1760 sq ft). Enclose area with either chain link or cedar fence

1. Cut and haul away existing asphalt as needed to form a straight border on west side of grass/asphalt interface. Remove and haul away existing concrete landing pad on east side of pump house **\$1,400**
2. Prep area for Intelliturf installation. Remove dirt as needed to obtain 2% slope to existing south fence. Install and compact DG subgrade. Install Intelliturf 60 oz. "C" Summer seasoned artificial sod in area cutting around existing trees. Install a 4x4 brown pressure treated border transition on the south and west side of sod **\$15,940**
3. Enclose Day Camp area specified in project description (approx 106ft) with cedar fence with three 4 foot gates for access. **\$5,410**

Subtotal	\$22,750
Markup Profit/Overhead 15%	\$3,413
Total Cost of Job	\$26,163
Note: Add \$2,500 for Chain Link fence and gates	\$28,663

Any alterations or deviation from the above specifications involving extra cost of material or labor will be executed upon written order for same, and will become an extra charge over the

sum mentioned in this contract. All agreements must be made in writing.

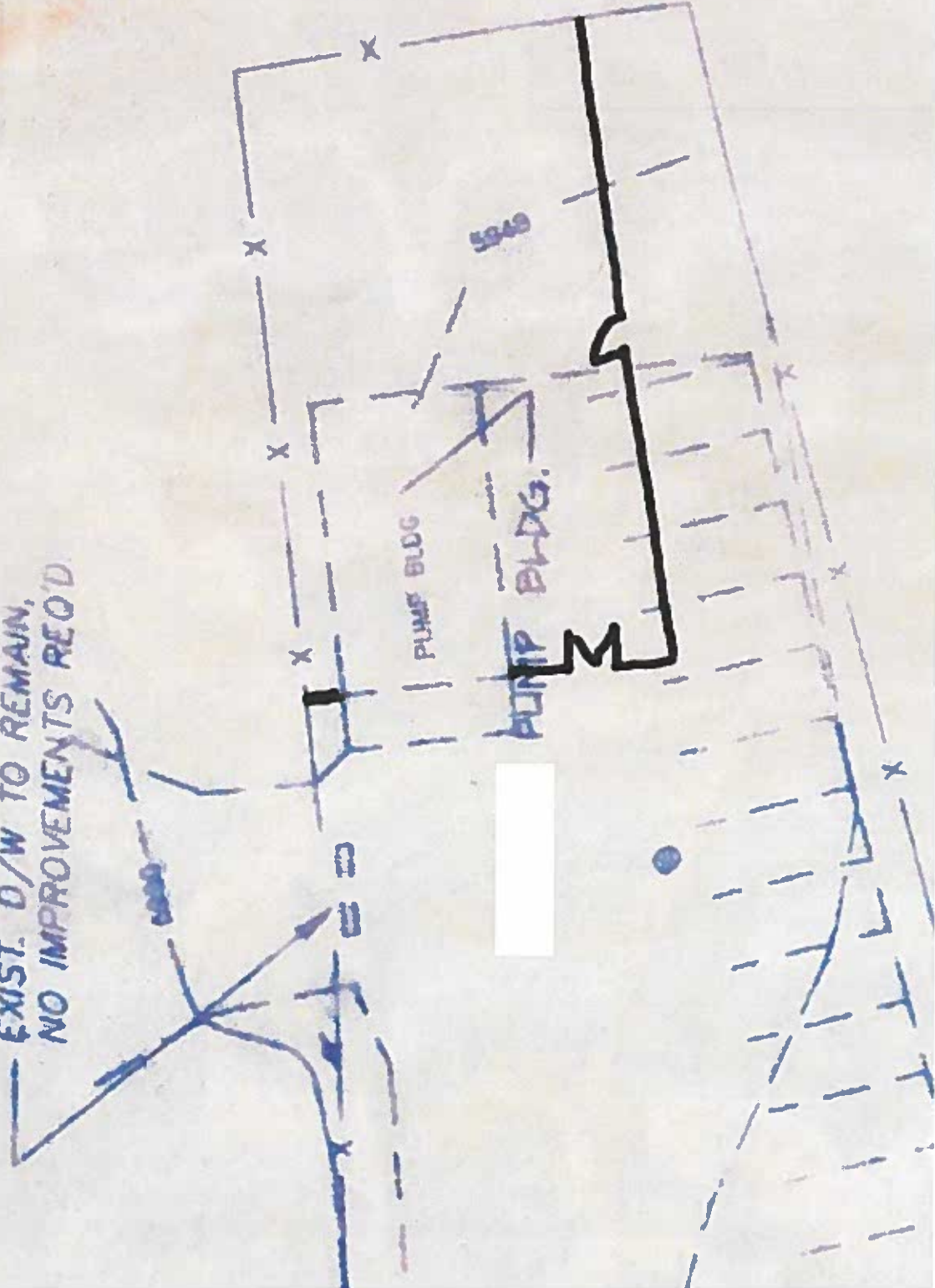
Authorized Signature	

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which Tahoe Donner Association agrees to pay the amount mentioned in said proposal and according to the terms thereof.

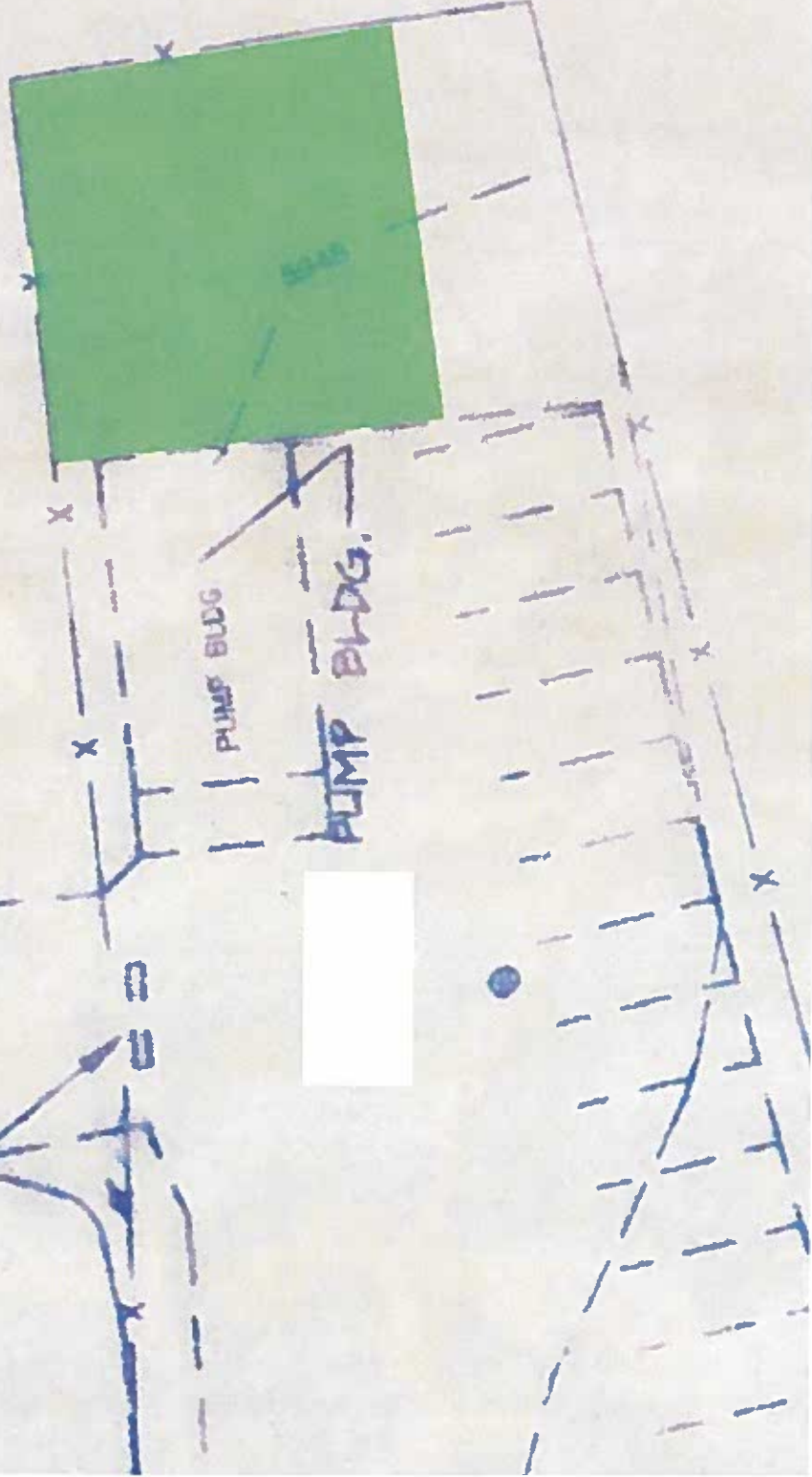
Signature		Date

EXIST. D/W TO REMAIN,
NO IMPROVEMENTS REQ'D.



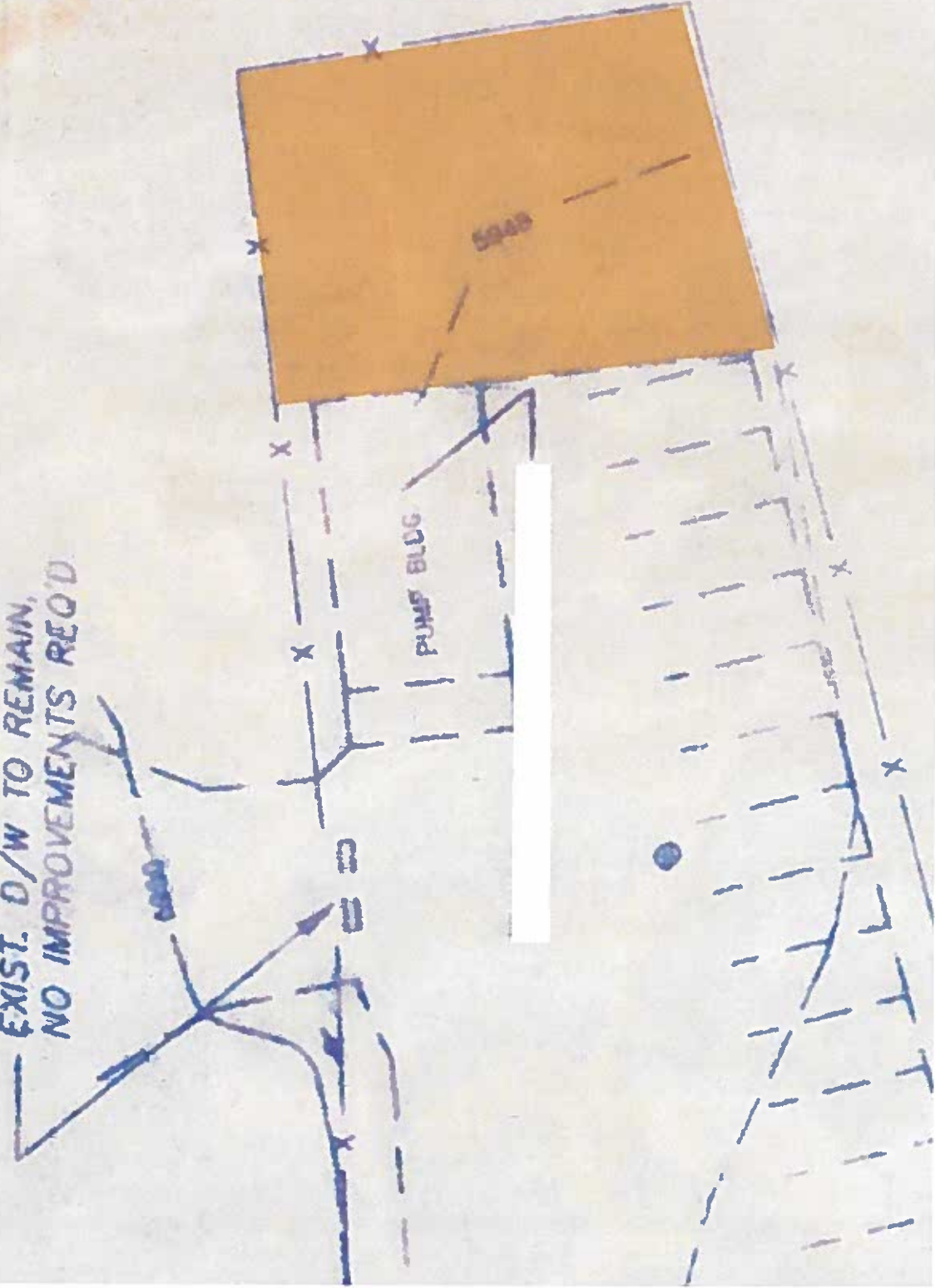
**6' Tall Cedar Fence,
Chainlink option**

EXIST. D/W TO REMAIN,
NO IMPROVEMENTS REQ'D.



Artificial Sod

EXIST. D/W TO REMAIN,
NO IMPROVEMENTS REQ'D.



**Compacted Base;
flush with asphalt,
and sloping 2% to east,
terminating at fenceline**



DECISION PAPER



Date: May 15, 2017

Issue:

To repair aging asphalt and fill potholes ahead of eventual parking lot replacement, additional Replacement Reserve Funds for asphalt repairs are necessary at various amenity locations.

Background:

An existing Replacement Reserve asphalt repair component - *Misc. Pav. Crack Repairs*, with a budget of \$12,255, as well as a *Trout Creek Rec Center asphalt repairs* budget of \$8,639, for a combined total of \$20,894 is approved for 2017. Due to heavy winter weather and member usage, staff has identified asphalt damage at the following amenity locations;

- **Boat Storage:** 225 sf
- **The Lodge:** over 650 sf of repairs.
- **Maintenance facility:** 1340 sf.
- **Northwoods Clubhouse:** over 4300 sf
- **Trout Creek Recreation Center:** over 2000 sf
- **Alder Creek :** 500 sf - Not included in proposal received (Contingency)

Estimates were solicited from several asphalt contractors, with Shaffer Paving and Advanced Asphalt providing proposals. The lowest cumulative cost estimate for all identified locations was received from Shaffer Paving at \$49,502, less a 3% discount. Applying the available budget for asphalt repairs, and considering a contingency for additional asphalt repairs at the Alder Creek Adventure Center, which are not included within proposals, highlight the need for additional Replacement Reserve Funds in the amount of \$35,000. Staff recommends approval of these additional funds for the necessary asphalt repairs and contracting with Shaffer Paving utilizing Replacement Reserve Funds with a budget not to exceed \$55,894.

Options:

1. Approve additional funds of \$35,000 for the necessary asphalt repairs and contracting with Shaffer Paving utilizing Replacement Reserve Funds with a budget not to exceed \$55,894.
2. Do not approve additional funds and defer the repairs to a later years.

Recommendation:

Management recommends the Board of Directors consider approving Option 1: Approve additional funds of \$35,000 for the necessary asphalt repairs and contracting with Shaffer Paving utilizing Replacement Reserve Funds with a budget not to exceed \$55,894.

Prepared By: Lee Gray/Brian Yohn

Reviewed By: Forrest Huisman

Reviewed By: Michael Salmon

Board Meeting Date: May 20, 2017

General Manager Approval to place on Agenda:

 Date: 5/15/17



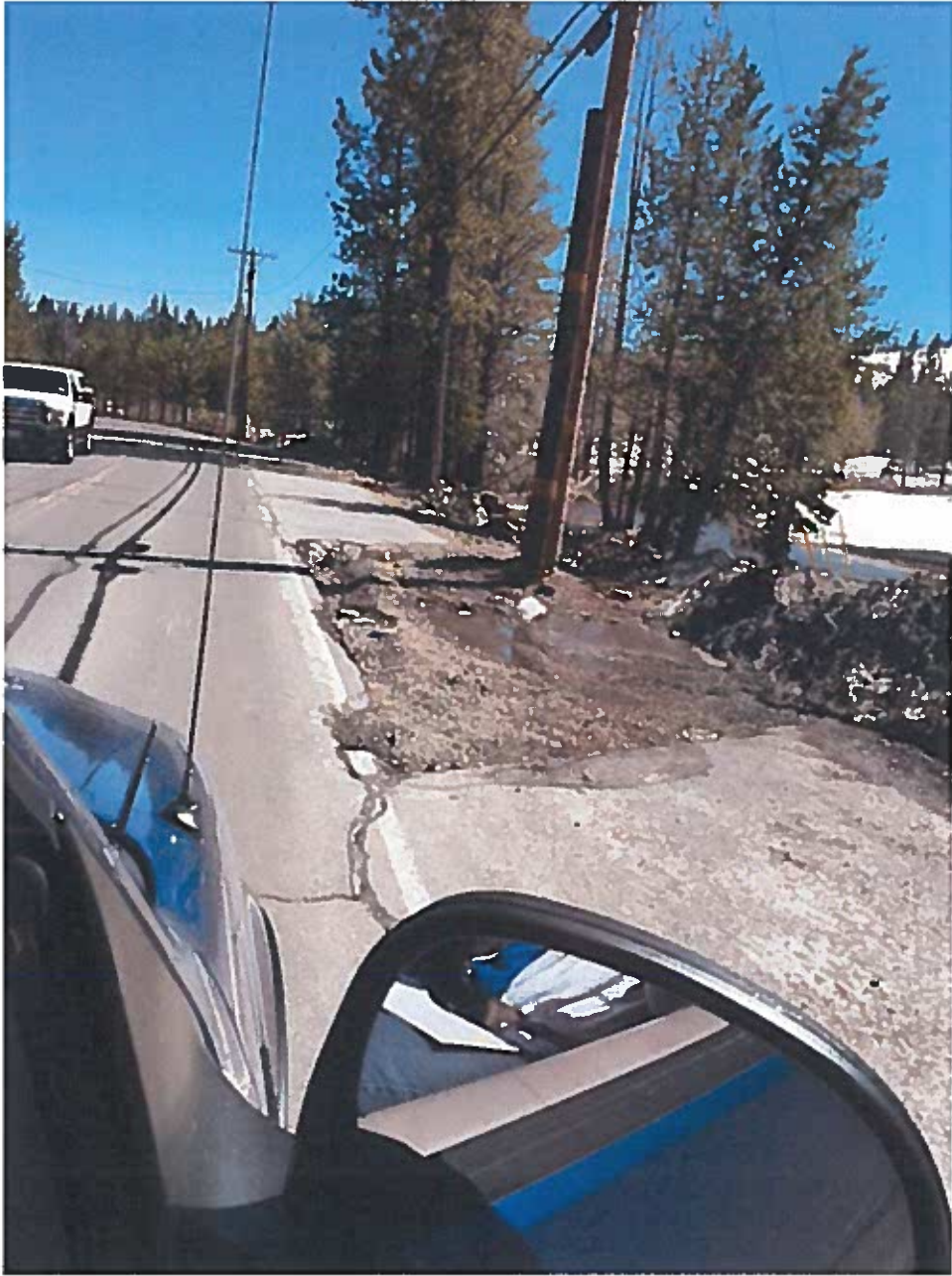


Trout Creek Recreation Center

May 2017



Alder Creek Street Parking



The Lodge

Entrance

