



5/1/2018

DRAFT GUIDANCE FOR SUGGESTED DEVELOPMENT FUND PROJECTS

GPC Strategic Review	Suggestions from all Sources
Feasibility Studies to be performed by TDA Staff and Consultants	
	McGlashan Springs Parcel Utilization
	Undergrounding utility lines
	Member Only Gas Station
	Electric Vehicle Charging Stations at select Amenities
	New Storage Building at Forestry Facility to replace multiple storage containers

Mailbox Task Force	
Primary Focus	Prepare Master Plan for Cluster Mailboxes
Other considerations	Provide one mailbox for each TDA property owner

Housing Task Force	
Primary Focus	Consider all options for Seasonal Workforce Employee Housing
Other considerations	Coordinate with existing community efforts to provide additional Housing opportunities

ACAC Task Force	
Primary Focus	Prepare ACAC Master Plan
	Snowmaking
	Vaulted Toilet in Euer Valley
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf
	Consider Phase 4 Equestrian Campus; Trailer Parking, dressage court, and improved boarder pens
Other considerations	Warming Hut character upgrades at (4) locations
	Back-up Power for ACAC
	Additional storage options for snowmobiles, signs, tools
	Upgrades to FIS Standards for International Nordic Races and Events

Clubhouse Task Force	
Primary Focus	Prepare NWCH Master Plan
	Accessibility Improvements at NWCH and Tennis Facility
	Trash Enclosure, Storage Room Addition, Rear Terrace leveling
	Parking Capacity Expansion
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf
	Seasonal Ice Skating on tennis court
	Hot Tub near Pool
Other considerations	Expanded Recreation Hut
	Covered, outdoor Vending machines
	Heated walkway outside Pizza Entrance
	Reorganization of Administration Offices
	Improve Clubhouse offerings and activities, move administrative offices
	Indoor Tennis courts for Winter play

Downhill Ski Resort	
Primary Focus	Prepare DSR Master Plan and Business Plan (currently underway)
	Consider Member versus Public analysis
	Accessibility Improvements
	New or Expanded Downhill Ski Lodge
	Snowmaking Equipment at Eagle Rock
	Modify Ski Slopes to improve beginner experience
	Expand Summer Day Camps
	Lift Access to family-friendly gravity bike trails, bike park, beginner progressions (like NorthStar)
	Adventure Zone with archery zone, treehouse, zipline area, bike skills, disk golf

Other considerations	Replace Eagle Rock Chair
	New Backside Chairlift
	Provide expanded parking at top of Eagle Rock Chair, accessible through green gate at SkiSlope
	Provide Gallery covers for Conveyors C2 and C3 for improved safety, operations, service levels
	(~25) New Ski in/Ski out residential properties, with new chairlift access into Sunrise Bowl

Golf Course Task Force	
Primary Focus	Update Golf Course Master Plan
	Accessibility Improvements
Other considerations	Consider Golf Course improvements to remain regionally competitive
	Water Conservation, 500K gallon water tank/well/pump/case/heads
	Shade structure over Driving Range Tee boxes

Marina Task Force	
Primary Focus	Update Marina Master Plan
	Accessibility Improvements
	Expanded Kitchen and terrace seating with shade structure
	Cooperative Agreement with State Park and beach access
	Agreements with TOT/Caltrans for improved on-street Parking
Other considerations	New entrance, signage, improved lighting
	Beach Bar on slab with power
	Third Dock south of existing Boat Ramp

The Lodge Task Force	
Primary Focus	Prepare Master Plan for The Lodge
	Replace Tent with new Conference Space and Restrooms
	Accessibility Improvements
	Replace sloping walkway with heated staircase and lighting
Other considerations	Install Roof structure over heated staircase
	Recycle and Refuse Improvements
	Back-up Power for Kitchen and Restaurant

Trails & Open Space Task Force	
Primary Focus	Update Trails Master Plan with all types of trail users and utilization, an updated dog leash policy, and trail access fee options
	Trailhead Parking and Restrooms at Glacier Way and Bermgarten
	Dog Park
	Accessibility Improvements at Campground
Other considerations	Extend Nature Loop upstream and adjacent to driving range, eliminate roadside path to TCRC
	Winter Trail expansions; Crabtree to Mustang, Lions Leap to Last Round up, Dog Trail ext.
	New TDA trail connector to the Town's phase 2 Trout Creek Trail
	Provide Community Garden and Composting Program
	Bridges at Coyote Crossing and Cowboy Camp
	Rebuild and Maintain iconic Euer Valley barns

TCRC Task Force	
Primary Focus	Prepare TCRC Master Plan
	Snowmaking at Snowplay
	Flushing restrooms for Snowplay
	Expanded Parking for Snowplay and Trailhead
	Additional Hot Tub
	Facility Expansion and Accessibility improvements (currently in TOT Planning)
Other considerations	Saline Upgrade
	Additional Lap Lanes
	Expanded Paver Terrace for Food and Beverage
	Indoor playground, day care, mini golf, and climbing wall

The Capital Projects Process (CPP) - The process by which the Tahoe Donner Association has been making capital improvements for years has been documented for consistency and clarity. In the spirit of “continuous improvement”, this document incorporates the following improvements into **Stage 1** of this process:

- *Build in a specific reference to member & stakeholder input*
- *Tie the process to the Capital Funds Projection (CFP)*
- *Clarify which parts are process steps and which are outputs (documents)*
- *Add definitions of all terms and abbreviations*
- *Rename the team that sorts and prioritizes projects as the “Sort Team”*
- *Add the Chair of the Finance Committee to the Sort Team*

Attached is a flow chart that includes the improvements. It describes the following steps:

1. **New Ideas**

Ideas for improvement can come from anywhere: Members, guests, users, staff, etc. These are the “stakeholders” of Tahoe Donner i.e. they have a vested interest in our future and our welfare.

Ideas can be submitted to the Board, the Director of Capital Projects (DCP), the Member Services Center, the General Plan Committee or simply fill out a comment card at any of the amenities.

All ideas will be placed on the Master Capital Projects List (MCP) by the DCP.

On a periodic basis, the Sort Team will meet to review the ideas and sort them into the categories shown in the flow chart. The ideas are then assigned as appropriate, for instance, Operational suggestions are given to the General Manager; New Capital Spending ideas are given to the General Plan Committee, etc. Some ideas are not further acted on and if the person who suggested the idea can be identified, they are notified. Examples of this would be if an idea already exists in Tahoe Donner or in Truckee or if the idea contradicts the governing documents of Tahoe Donner.

The MCP is updated periodically and posted on the TD Website along with the lists of ideas that have been sorted and shelved (Already exists, Does not fit, Completed, etc.)

2. **New Capital Project Ideas**

Ideas that involve Capital Spending are sorted into two categories:

Needs are those things that must be done because they involve Safety, Health, Code Compliance or Protection of our Assets both physical and financial.

Wants are the things that people would like to see added to what we already have today. The Needs and Wants are identified by the Sort Team and are communicated to the DCP and the GPC.

3. **The Capital Funds Projection (CFP)**

The money to pay for Capital at Tahoe Donner comes from the Member Assessment. It is collected annually and placed into two “savings” accounts.

The **Replacement Reserve Account (RRF)** pays for the repair and/or replacement of Existing Assets, which are recorded and monitored. This list of approximately 2,000 items is reviewed by the Board annually and items that are at the end of life are replaced. A Board policy requires that the Association keep enough money in this fund to pay for 25% of the replacement cost. Spending from this fund is not part of this process.

The **Development Fund (DF)** is intended to pay for new assets or for the replacement of large assets such as buildings. Spending from this fund is forecasted on the CFP schedule. Since the Association cannot borrow money and the Members have indicated a desire not to have special assessments, large asset purchases (like buildings) must be saved for. Under the current policy, each member contributes \$310/year to this fund for a total from all members of approximately \$2,000,000. At current market costs, this means it may take several years to save for a new building.

The Capital Projects Process (CPP) describes the execution of those projects that are funded by the Development Fund thus it only covers New Ideas that are large capital projects. Operational ideas and RRF projects are carried out by staff and a list of the active projects is shown on the TD website.

4. Project Information Paper (PIP)

Usually DF projects are large, complex and strategic and may take several years to analyze and plan. For this reason, the Board will direct the General Plan Committee (GPC) to form a Task Force (TF) of staff, volunteers and outside experts perform the analysis. This direction is formalized in a PIP that summarizes the project. The PIP is written by the DCP / GPC and approved by the Board. Once that happens, the project enters Stage 2 of the CPP.

FAQ

Q. How can I find out if my idea was accepted?

A. Visit the TD website or come to a GPC or Board meeting and ask during the Member Comments portion of the agenda. If you cannot attend and want an answer in person, you can write to the GPC, the Board or call. Our info is posted in TD News and on the website.

Q. What happens if my idea is rejected?

A. Members may appeal to the Board at the monthly Board meeting

Q. How can I get involved in this process?

A. The GPC meeting is open to all Members and Task Forces welcome Members who are willing to work.

