

Tahoe Donner General Plan Committee – July 9, 2018 Meeting Minutes

1st Time and Location

Meetings are held on the 1st non-holiday Monday of each month at 3 PM in the NWCH Mezzanine or the 2nd Monday if the 1st is a holiday.

Call to order:

The meeting was called to order by the Chair at 3:00 PM

Roll Call:

	GPC Committee:		Liaisons:	Tahoe Donner Association	
Nan Meek	Michael Fajans	John Stubbs	Jennifer Jennings , Board	Robb Etnyre	Megan Rodman
Michael Sullivan	Rob McCray	ALTERNATES	Don Koenes – Board 2 ^o	Forest Huisman	Miguel Sloane
Jim Beckmeyer	John McGregor	Steve Miller	John Dundas, Fin. Com.	Mike Salmon	
	George Rohrback	Courtney Murrell			

Guests: Benjamin Levine, Jerry Meek, Susan Terrell

Approval of Minutes

Jim Beckmeyer made a motion to approve the minutes of the last meeting as written. Michael Fajans seconded the motion. The motion was unanimously approved.

Member Input – There were no member comments

New Business

- Snowbird chairlift – Forrest
Forrest showed a video of the last tower of the old chairlift being removed at the same time as the last tower of the new chairlift is being installed. The plan is to have the chair operationally tested within the next two months.
- Amenity Master Plans – The GPC discussed the format of amenity master plans. Jim volunteered to share an example of a plan outline. The committee agreed that the capacity of staff and volunteers to complete such plans is insufficient even if more volunteers are recruited.
- Finance Committee Liaison – Steve Miller volunteered to become the FC liaison.
- Full Member Opening – Thanks to Don Koenes for his service to the GPC. He has resigned in order to serve on the Board of Directors.
In accordance with the Bylaws, the opening will be noted to the Executive Assistant and the position will be posted to members.
Steve Miller expressed an interest in the position. The Bylaws require that he submit an application to the Board.

Updated list of Potential Capital Projects:

No new projects were submitted last month

Project Task Force updates:

DISCUSSION – Each Task Force shall address progress made on the Sort Team task list (attached).

ACTIVE - Task Forces typically meet prior to the GPC meeting and report on progress at that time. The following is a list of active GPC projects and their task force leaders (leader names are underlined):

1. Cluster Mailboxes – Rohrback, Fajans, McGregor
Task Force deactivated. Awaiting direction by the Board

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2. Employee Housing – Fajans
Further work on this project will focus on monitoring the activities of local agencies and reporting periodically to GPC
3. Alder Creek Adventure Center (ACAC) - Miller
This is a new task force. Volunteers are being recruited.
Last month's minutes included the feasibility study on snowmaking for Snow Play and Cross-Country that has been presented to the Finance Committee and the GPC. This study was undertaken because the lack of natural snow in the 2017/2018 season resulted in a loss of NOR compared to the 2016/2017 season of over \$600,000. The study showed that an investment of \$200,000 in capital and <\$50,000 of incremental operating expense could have prevented much of this loss. Further study is needed and Board interest would be appreciated. For most ski areas, snowmaking is now considered a utility, like turning on the lights when it gets dark or turning on the heat when it's cold.
4. Northwoods Clubhouse / Tennis Center – Murrell
See attached Task Force report. Additional member volunteers are being recruited.
5. Downhill Ski Resort Task Force– Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan
See attached Task Force report
6. Golf Course – McGregor, Forrest Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh.
The golf course task force has not met recently awaiting confirmation from BOD that it is fully constituted— money for an environmental/ biological assessment has been approved by Board and the study is under way with a report expected this month.
7. Marina Recreation Center - Fajans. Ali Kovach, Jim Colbert, Michael Bledsoe
See attached Task Force report
8. The Lodge - TBD
This Task Force will be assigned to the new member.
9. Trails & Open Space – Annie Rosenfeld, Christina Thayer, Levine,
See attached Task Force report
10. Trout Creek Recreation Center - Stubbs, Bledsoe, Murrell, Levine, Ferguson, Winther, Huisman
On June 19, the Town of Truckee Planning Commission unanimously approved the Trout Creek Expansion amendment with the provision that the parking spaces be increased to be in compliance with the 2003 approved site plan. According to the Director of Capital Projects, there is sufficient space available to achieve this with some re striping of the current parking stalls. The Director of Capital Projects has also provided the following update:
"Siteline Architects are currently finishing up other projects in their work flow, and with recent Planning Commission approvals, they will soon update their schedule for submitting construction documents to the Building Department. With these CD's, an RFP goes out to five General Contractors for their competitive bid proposals, with the anticipation of Board approval for contract award anticipated on the September Board Agenda".
11. ADA Projects Priority – Rohrback, Forrest, McCray
Troy Milburn is updating the CASp report for all of Tahoe Donner. Many of the issues identified in the first report have already been corrected. His report is expected this month. The GPC seeks Board direction on the scope and extent of compliance.

SUPPORT TASK FORCES

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- Association Master Plan/Capital Projects Process – Sullivan, Meek,
The GPC seeks Board approval of the Stage 1 revision.

- Communications Task Force – Meek, Courtney Murrell, Benjamin Levine, Michael Sullivan
At the Communications Task Force meeting on Monday, July 9:
Discussion centered around changes to the GPC task forces and how that will affect the work of this task force in its support role to the amenity task forces. Additional members are needed for the Communications Task Force. Outreach to clubs and individuals will be done personally, and TD communications will also be used for recruiting.
Review of the next Flash Vote email is underway, with the send scheduled for the week of July 16. New format and content style will be developed for the Capital Projects Update e-blast, and new content will be written for the Capital Projects section of the TD web site using the existing architecture. Both projects will get underway the week of July 16.
Messaging is being developed to posting to Next Door, to accurately educate members about GPC task forces' process and progress, dispel rumors and correct misstatements of fact.
Coordination with the Member Engagement Committee is ongoing.

- Demographics Task Force – McCray, Beckmeyer, Maciejewski, Sullivan
No activity in the past month

FUTURE ISSUES TO BE ADDRESSED

Adjournment:

The meeting was adjourned at 5:12PM

Next Meeting:

The next meeting will be held on August 6, 2018 at 3PM at NWCH Mezzanine.

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2018_05_01 Sort Team Guidance.xlsx

6/4/18

Needs	Wants
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 Needs Prepare Master Plan for Cluster Mailboxes	Mailbox Task Force Wants Provide one mailbox for each TDA property owner
Housing Task Force Needs Consider all options for Seasonal Workforce Employee Housing	Housing Task Force Wants Coordinate with existing community efforts to provide additional Housing opportunities
ACAC Task Force Needs 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	ACAC Task Force Wants 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 Needs 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	Clubhouse Task Force Wants 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 Needs 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	Downhill Ski Resort Wants 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

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

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

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

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

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

Accessibility (ADA) Task Force Needs
Prioritize all ADA Projects

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NWCH/Tennis Recreation Area

Courtney Murrell, 7/9/18

Considered areas include:

- Clubhouse
 - Interior, including Administration, gathering area, and POTH
 - Surrounds, including walkways and terrace
- Tennis
- Pool
- Recreation: Rec Hut, Playground, Bocce, Volleyball, Archery
- Parking

What has been completed to date? Select NWCH improvements and future planning efforts:

- 2009; Interior Restroom upgrades
- 2012; Bocce court upgrades and drainage improvements
- 2012; Storage area siding and screening at NE corner of Clubhouse
- 2013; Schematics for additional trailhead parking to Truckee's new Trout Creek trail to downtown
- 2013; Northwoods Clubhouse signage installed
- 2013; Tennis signage installed along with new stone stairway entrance
- 2013; Tennis court and Facility improvements are now ongoing annually for well-maintained Facility status
- 2013; Pool Walkway and Parking Lot Repair
- 2014; Bocce seating expansion
- 2014; CASp report received
- 2014; Wetland boundary delineation and signage
- 2015; Solar proposals at pool and Northwoods Clubhouse
- 2015; Member Services
- 2016; Preliminary accessibility improvements and parking expansion concepts, (Planning Commission Approvals required)
- 2017; Pool remodel, new plaster and code upgrades to meet Health Department requirements.
- 2017; Pool-side restroom upgrades and accessibility improvements (Building Permit in-hand, No Board approvals to-date)
- 2018; CASp report is being updated

2012-2014; Early GPC and sub-group meetings occurred to review Northwoods Clubhouse improvements, but voted to postpone large scale improvements until other higher priority projects were approved and completed.

2018; Staff recommends making accessibility improvements in the interim to meet CASp requirements.

Also in the interim, the NWCH/Tennis Group will engage with members for their input about the surrounding area. This Group can also coordinate with the ADA task force to identify and plan for ADA and code compliance improvements.

New Master Plan effort will combine all concepts and member outreach/input for future consideration and implementation as budgets allow.

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7-12-18 Downhill Ski Resort Task Force report

The Task Force met Monday July 9th. Content is summarized below.

Communication: Our booth at the Amenity Fair was successful. Lots of favorable comments.

A Discussion Group was held Saturday July 7th at the Clubhouse. The Task Force shared its Stage 3 direction and received favorable feedback.

Stage 3 work stream prioritization and content has been further defined. Prioritization will be given to the following workstreams in an effort to get these items moving (and not to be held up by the more complex / longer term decisions associated with the lodge).

- **Pilot member / public pricing models**
- **Re-grading of Mile Run**
- **Expanding Snowmaking to Eagle Rock**
- **Complete the business plan** (which will be incorporated within the drafting of the resort level master plan).

At our August meeting Staff will present pricing options to be piloted this upcoming season. Rob McClendon has worked with Michael Sullivan on snow making expansion. Results will be shared at the August mtg.

Need Task Force volunteers to sign up for looking at Mile Run with Staff.

Lodge work streams have been separated in to two main sections: Lodge Remodel or Renovation, and Lodge Replacement. Initial action has been summarized below:

Lodge remodel: An action was taken to talk to the Board about the phased approach addressing ADA requirements. The Task Force agreed that renovating the Lodge would mean an all-in approach to ADA – fix all related issues. Justification included moral, ethical, and legal grounds. Initial focus for addressing this work stream will be on crafting a list / itemized scope of work (SoW), in prioritized order, which Staff will then dollarize based on their expertise. The idea here is to estimate the total dollar amount so we can see what we're talking about for capital. No timeline yet on this deliverable. Down the road this SoW can be formalized, then addressed by hired architects, engineers, and contractors to formally estimate SoW content and expense. This will be a significant investment when we get to it.

Lodge replacement: Initial step will be crafting an RFI (Request for Information) to go to the construction market. Task Force members, Staff, and a couple of identified members who work in the commercial construction industry will drive this effort. This will be at least a 90 day process with essentially no associated cost other than time. More to come as we gain traction.

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Marina Subcommittee Meeting 6/27/18

Attendance: Ali Kovach, Michael Fajans, Jim Colbert, Michael Bledsoe

Process of reviewing Amenity Needs and Wants

We briefly summarized the current effort to examine each amenity, not just specific projects.

Background

The marina is open from Memorial Day to early October – 19 weeks, with the busy period being approximately 7 weeks from the end of June through the third week of August (June 29 through August 20 this year). Popular activities are beach usage and swimming; kayak, paddleboard, and peddle boat rentals; kayak and paddleboard storage and use; and launching of kayaks, paddleboards, and power boats that are stored off-site. TD day camp programs use the marina on Wednesdays and there is a fenced clubhouse and lawn for the kid's program at the end of the parking lot.

The principal problems are parking capacity, overcrowding on the beach, and inadequate space for food preparation, limiting the menu options. While some grill items are offered on the menu, they were offered Memorial Day weekend, not offered in June, and will be offered during the peak 7-week period once the marina is able to staff up (J-1s come end of June).

Power boat launching was closed one year because of low water, but is open this year. The number of boat launches is significantly lower than previous years, perhaps because Donner and Tahoe have separate inspection programs (if you are inspected and stickered for one lake, you cannot use the other without a new inspection).

Several years ago, there was a proposal at the board level to eliminate power boat launching at the marina in order to free up space for other activities (both parking and ramp usage). It was proposed that TD pay launch fees for TD residents to launch at the public launch ramp further west on the Lake. It was met by strong resistance by TD boat owners and the Board did not pursue the concept.

Parking

There are 32 regular spaces (28 along the south fence), 11 extended boat trailer spaces, and 4 disabled slots. It is rare that the boat/trailer parking spaces are filled, and staff removes the cones to allow cars to park in some of the boat spaces during peak afternoon periods (boat launching and trailer storage is greater in mornings and evenings when the wind is less). ***Ali will monitor boat trailer parking this summer in order to determine whether the number of slots could be reduced.***

There is considerable angle parking on the dirt along the south side of Donner Pass Road (DPR) against the marina fence. There is some danger as visibility is poor when drivers back through the bike lane. Paving and striping the parking is possible but would reduce the number of spaces as the Town of Truckee would want parallel parking and landscaped dividers every few spaces. Marina employees park outside the marina on DPR

Attempts to operate shuttle service from extra parking at the high school have not been successful, there is resistance to unloading gear and taking a shuttle. While there has been discussion about leasing land from Caltrans across DPR, the beach capacity is also an issue so it may not be desirable to greatly expand marina parking. We discussed two other concepts for some additional parking.

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- 1) Using stack parking in front of the south parking spaces. This might allow 8-10 additional spots, but would require an additional staff member over 21 to move cars as required (there are very few employees over 21 years of age. This might cost \$5,000 or more for the 50 days needed (\$20/hour x 5 hours x 50 days). We have not estimated potential insurance costs.
- 2) Offering valet parking, taking cars to the high school or another off-site location. This would require two staff, one adult to drive the cars and another to shuttle the driver. (\$5,000 +).
- 3) Using some of the boat trailer spaces for cars during peak demand period (see discussion above).

While concepts 1 and 2 increase staff cost, running a TD bus to shuttle people has a cost as well.

We discussed restricting parking to beach users during peak period. This was rejected due to the difficulty of enforcement and likely push back from TD members who park at the marina while biking, jogging, or using the state park dog beach.

Beach Capacity and Shade

There is limited space on the beach. Staff has restricted use of Easy Ups because they take too much space and interfere with other people. Some shade on the beach would be desirable, staff will explore temporary or permanent shade structures that could be placed at the back of the beach. Encouraging people to use the shadier upper grass area would also provide an alternative area. On a busy day, people do infringe on other people's space, and there have been conflicts. More parking would exacerbate this issue.

With the ability to track the number of unaccompanied guests (higher fee), we are interested to get numbers to determine whether short-term renters or owners and their guests are responsible for the perceived overcrowding at the marina. If it is renters, there is interest in potentially further restricting short-term renters at peak periods.

Food Service

The short season makes members of the sub-committee question the priority of capital expenditure to expand the kitchen area. The building is approximately 21 years old (Miguel) and remodeling/expansion would trigger code upgrades. Options to consider would include using the TD food truck, bringing in food prepared off-site, or leasing space to a third-party food truck during the limited peak periods. Since there is a large gate in the fence to the upper grass area, it might be possible to park the food truck there, improving the distribution of customers somewhat.

Parking and beach overcrowding are the source of most complaints, not the food service choices.

Other Issues

The requests for kayak and paddleboat storage exceed the capacity. Ali thought the lottery procedure this year resulted in less dissatisfaction than other years. Concepts for higher stacking of kayak and use of a forklift were considered and rejected due to wind concerns, cost, and inability of a fork lift to access both sides of a rack. Charging higher rates for storage and offering one month options are other options, and may be considered if demand keeps increasing well beyond capacity.

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**Trails & Open Space Task Force
June 28, 2018: Meeting Minutes**

Task Force Members Present: Annie Rosenfeld (Task Force Chair, TD Director of Risk Management and Real Property), Forrest Huisman (TD Director of Capital Projects), Christina Thayer (TD Trails Manager), Brian Yohn (TD Assistant Director of Risk Management and Real Property), Nan Meek (GPC Member, by phone), VJ Bonnard, Richard Bothwell, Jennifer Jennings (TD BOD Member), Benjamin Levine, Bill Phelps, Lynette Powell, Livia Quan, Julie Thornton, Janet Zipkin.

Task Force Members Absent: Michael Sullivan (GPC Chair), Steve Miller (GPC Member), Brenda Gilbert, Gayle Dana, Guy Joaquin, Helen Pelster, Charlene Simmons.

Guests: None.

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At this meeting, the Trails & Open Space Task Force (TOSTF) took the following actions:

1. Briefly reviewed task force decision making processes, raising the question of whether a charter is warranted given the task force's size and portfolio.
2. Reviewed Tahoe Donner's various property designations and management zones as background information for task force members.
3. Reviewed the draft 5-year trails management prioritization list, including both Replacement Reserve and Development Fund projects. Further review of these priorities is expected in upcoming meetings.
4. Preliminary discussion about the upcoming Trails Master Plan update process, focusing on the member forums/workshops anticipated during the summer and fall of 2018. Discussion topics may include public use of TD's trails, dogs, and ebikes. A minimum of three forums are expected. A fourth online-only forum was also discussed. Task force members were encouraged to attend these forums as observers and facilitators.
5. For a future agenda item, it was suggested that we refine the plan for the upcoming workshops, and consider using FlashVote for additional member input.

Skipped Agenda Items: For lack of time, the task force did not continue discussion of the new stewardship initiative.

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Next TOSTF Regular Meeting: July 26, 2018, 3:00 – 4:30 PM at The Northwoods Clubhouse.