

## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

### Time and Location

3 PM in the Northwoods Clubhouse Mezzanine Room on the first non-holiday Monday of each month.

### Call to order:

The meeting was called to order by the Chair at 3:02 PM

### Roll Call:

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

Guests: Michael Bledsoe, Laura Ingram, Benjamin Levine, John Maciejewski

### Approval of Minutes

Jim Beckmeyer made a motion to approve the minutes of the last meeting. George Rohrback seconded the motion. The minutes were approved as written and will be posted on the TD website under the Capital Projects section.

### Member Input – None

### Finance Committee Liaison report - Steve Miller

YTD NOR is <\$142K> to budget. The Finance Committee is working on the 5 new tasks assigned by the board. These include: elasticity of demand, change in the fiscal year, member assessment increases tied to CPI, allocated OH model and the impact of public use of our amenities.

### New Business:

#### GPC “Rules of Engagement” – All

GPC members discussed the expectations of the group regarding how members will treat each other. A recent exchange of memos was discussed and it was agreed that memos copied to all GPC members must discuss only issues and not people. While GPC meetings are open to all members, A constructive working relationship within the GPC is only possible if mutual trust and respect is practiced between members. .

### Updated list of Potential Capital Projects:

The Sort Team project list has been replaced by a list that can now be found on the TD website at: [TahoeDonner.com/Members/CapitalProjects/PotentialProjects](http://TahoeDonner.com/Members/CapitalProjects/PotentialProjects). Some projects have been re-assigned based on suggestions from the Task Forces. This posting is new so TF leaders need to review the list and correct if needed.

### Project Task Force updates:

ACTIVE TASK FORCES - 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. Alder Creek Adventure Center (ACAC) – a leader is needed for this center.  
This is a complicated and multi-faceted recreation site. No task force has yet been formed.
2. Northwoods Clubhouse / Tennis Center – Murrell  
For NWCH/Tennis/Pool/Playground/Recreation:  
Started initial member input inquiry with Tennis Club board members (meeting the week of 7/30) and Bocce club. Received good written member input regarding long-term improvements from recent Flashvote Summer Amenity survey (received 7/28/18; 635 respondents; 313 Locals only. A verbatim Summary List of ideas for NWCH &

## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

Surroundings/Tennis/Pool/Recreation is attached). I didn't really include operational improvements from this survey, just capital suggestions. The TF will also gather input from members who use the pool and recreation areas, before those areas close for the season. This task force has all parking improvement ideas for the recreation area from staff, yet the TF does not have costs for those improvements. The TF also awaits the facilities & surrounding area ADA report for area improvements.

3. Downhill Ski Resort Task Force – Beckmeyer, Aldridge, McClendon, McGregor, Meek, Miller, Murrell, O'Neil, Rohrback, Huisman, Salmon, Sloan, McCray, Etnyre, Sullivan

Snowbird chairlift – Forrest

- 1971 SLI Snowbird Chairlift; removal was completed in early July.
- Chair Auction; Ten Chairs will be available to Members via auction starting in August; details available in August Magazine
- Snowbird Chairlift Replacement; Grading, Zoning, Electrical, and CA State Tramway applications have been processed. Geotechnical Reporting is finalized and new Chairlift Footings are complete with third party reporting. Towers are vertical, Top and Bottom terminals are underway
- GPC DSR Task Force Meeting minutes  
See attached

4. Golf Course – McGregor, Forrest Huisman, Jim Stang, Jim Beckmeyer, Corey Leibow, Brian Gauney, Pat Gemma, Kevin Kuehne, James Murtagh.

The Golf Task Force has recently received the Wetland Evaluation of the TD Golf Course. The report is being reviewed and the Task Force is scheduled to meet on Aug 13 to determine actions going forward. The report identifies holes 10 and 11 as potential wetland areas subject to potential review by both Federal and State agencies. The full impact will be discussed at our next meeting.

5. Marina Recreation Center - Fajans.

The Task Force reviewed the list of need and wants, which include Operations and Replacement Reserve items but no Development Fund items.

6. The Lodge - TBD

No task force has yet been formed

7. Trails & Open Space – Annie Rosenfeld, Christina Thayer, Levine,

See attached minutes of the TOSTF July 26 meeting

8. Trout Creek Recreation Center - Stubbs, Bledsoe, Murrell, Levine, Ferguson, Winther, Huisman

The General Plan Committee has been charged with developing a Master Plan for the Trout Creek Recreation Center (TCRC) and the adjacent areas and activities, including the current parking area, Snowplay, the playground, and the basketball court. Accordingly, the GPC has asked for the formation of a new volunteer TCRC Master Plan Task Force and has appointed GPC member John Stubbs as convener.

J Stubbs hopes to convene this Task Force after the Trout Creek Space Reallocation and Expansion project has been initiated, hopefully this September.

The initial goals are to establish a list of the critical needs projected for the next 5 years, and also a secondary list of "wants". Critical needs would include ADA and safety compliance issues, repairs and replacements, health issues, capacity use limits, and other needs to be determined.

## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

9. ADA Projects Priority – Staff and Board

This project will be handled by staff at the direction of the Board. All Task Force ADA related activities should be referred to Forrest

### “ON-HOLD” TASK FORCES

1. Cluster Mailboxes – Rohrback, Fajans, McGregor

Task Force deactivated. Awaiting direction by the Board

2. Employee Housing – Fajans

Further work on this project will focus on monitoring the activities of local agencies and reporting periodically to GPC

### SUPPORT TASK FORCES

---

3. Association Master Plan/Capital Projects Process – Sullivan, Meek,

Amenity Master Plans – The first step in an amenity master plan is a description of the current state. Who are we? What business are we in? Who is the competition? Who is the users? Some parts of this are described in the Dudek report.

Task forces are encouraged to create a one line description of the amenity. An example would be the downhill ski area statement “the best place to begin.”

There was a request for guidelines for the amenity plans. These guidelines are clearly defined in the Association Master Plan. A summary will be presented for discussion at the next GPC.

4. Communications Task Force – Meek, Courtney Murrell, Benjamin Levine, Michael Sullivan

The Task Force met at 12:30 PM on August 6 and reviewed the following:

- New web site structure is in place for amenity task forces.
- New web page copy has been uploaded for Downhill Ski, Northwoods, Trails & Open Space, and Trout Creek Task Forces; others will be completed asap.
- A revised content plan for the Capital Projects E-blast was reviewed.
- The FlashVote Survey on summer amenities concluded July 28; results are being analyzed.
- Communications guidelines draft will be reviewed with GPC members on August 6.
- Next Door: After thorough consideration, GPC will not be using this media for communication.
- Potential Communications Task Force volunteers: Outreach will occur in August.

5. Demographics Task Force – McCray, Beckmeyer, Maciejewski, Sullivan

See attached report

### FUTURE ISSUES TO BE ADDRESSED

None were discussed

### Adjournment:

The meeting was adjourned at 4:56PM

### Next Meeting:

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

**Tahoe Donner General Plan Committee –  
August 6, 2018 Meeting Minutes**

**Downhill Ski Task Force Meeting Minutes**

**8-10-18 DSR Update**

The Board has agreed to make ADA compliance a high priority. There will no doubt be some more immediate actions than others across TD, which will be shared as Staff works through the process of developing a list of what needs to be addressed. This answer provides direction for the Lodge Renovation Work Stream.

As reviewed in July, the DSR Task Force has divided up several sub-tasks to move through Stage 3 of Capital Projects Process. Updates from our August 6<sup>th</sup> meeting are reviewed below.

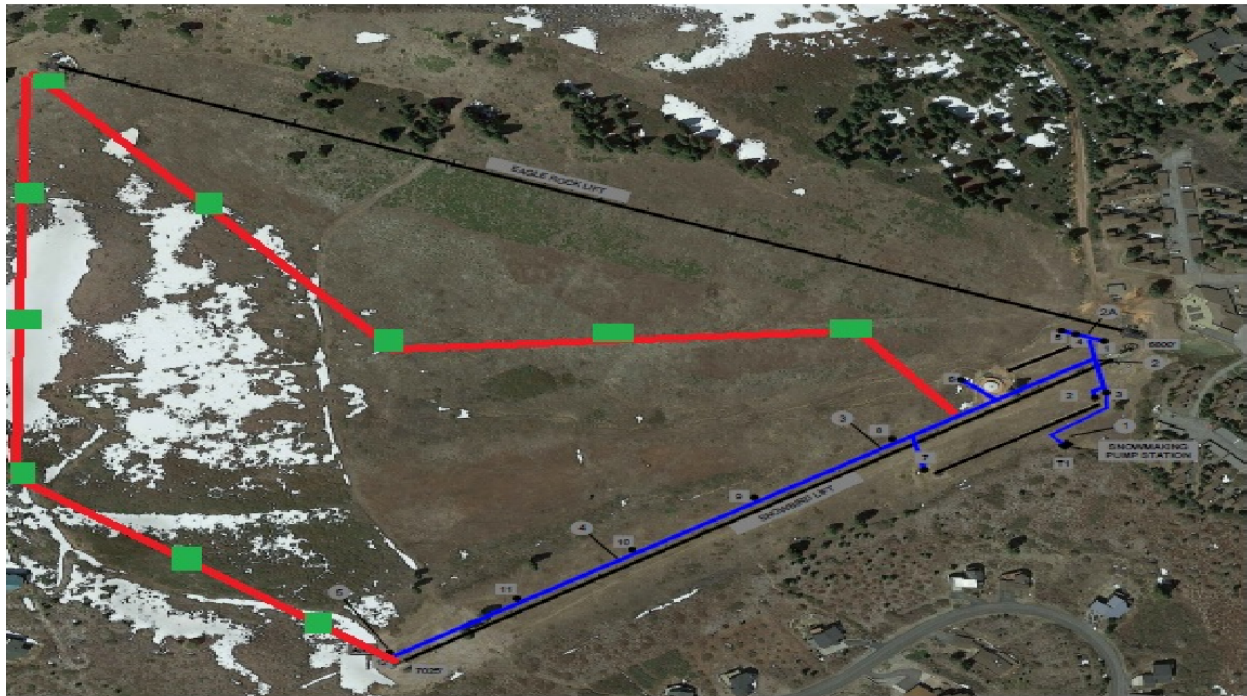
- **Pilot member / public pricing models**  
Conversations within the Staff are in process. Details are to be worked through in August. Staff to share results and ask for Task Force feedback at our September's meeting.
- **Eagle Rock Snowmaking**  
The Task Force reviewed a spend table and mountain layout for the expanded snow making capability. (see attached) The middle part of the hill, over to Eagle Rock is coverable. The new equipment will leverage / link to our existing system. Given the payback for Snowbird snow making was 2 years, this \$520K investment seems prudent. We discussed the need to approve a placeholder within the 2019 Capital Funds Projection and agreed this was a good idea. The 2019 budgeting process is around the corner. Having this on the radar is important. We agreed that moving ahead with the snow making work stream was foremost on our priorities. During August, we can clarify what it takes to formally move snowmaking to Stage 4.
- **Re-grading of Mile Run**  
A review was done for ECOsign's proposal of three locations to regrade ensuring a more consistent 8% slope. The next step would be to engage an earth work contractor to walk the run and spec the work for an RFQ. Given Staff existing priorities, this will take a back seat to snow making.
- **Resort Level Master Plan**  
A sub-set of GPC members met mid-July to discuss a common framework to be used by the GPC across all Amenity Master Plans. A DSR Master Plan draft is in the works, completing sections for introduction / vision, current state, and Tahoe region market data. A future state section (with an ~20-year horizon) will be started in August. It's expected the initial draft of the master plan will be in the 6 to 8-page range. Once complete, the draft will be shared with the Task Force for input and editing.
- **DSR Business Plan**  
No news at this time.
- **Lodge Renovation**  
Step one is to meet code: ADA, Title 24, and structural. An architectural consultant will be needed to construct a spec / statement of work (SoW) that will be used within a competitive bid process to hire a contractor to provide hard cost estimates to meet the SoW. This will be approximately a six-month effort.
- **Lodge Replacement**  
The Request for Information (RFI) document has been drafted, and should be ready to hand off to Staff for publication by the end of August. All Task Force members were requested to review the list of RFI questions and respond with any additions by the end of the week. Next steps will be to contact the prospective contractors on our list, define contact names, update the contacts personally regarding TD's intentions, then publish the RFI.

**Tahoe Donner General Plan Committee –  
August 6, 2018 Meeting Minutes**

**Downhill Ski Resort – Snowmaking on Eagle Rock chair.**

Map shows:

- Existing Snowbird snowmaking in blue
- Eagle Rock and Snowbird chairlifts in black
- New buried cable and pipe in red
- Electrical pedestals and hydrants in Green



Estimated cost for Snowmaking @ Bowl & Vista			
Items	Price Unit	Unit	Cost
Engineering/ Permits	\$ 15,000	1	\$ 15,000
Digging	\$ 11	4500	\$ 49,500
Hydrantes	\$ 2,500	10	\$ 25,000
Electrical	\$ 10	4500	\$ 45,000
Piping	\$ 20	4500	\$ 90,000
Motor upgrade	\$ 100,000	1	\$ 100,000
Electrical	\$ 11	4500	\$ 49,500
SMI Polecat	\$ 40,000	2	\$ 80,000
Contingency 15%	\$ 65,850	1	\$ 65,850
			<b>\$ 519,850</b>



**Tahoe Donner General Plan Committee –  
August 6, 2018 Meeting Minutes  
Northwoods Clubhouse Recreation Center Report**

**NWCH & Surroundings/Tennis/Recreation/Parking**

**SUMMARY: 7/28/2018 FlashVote Summer Amenity Survey**

**NWCH**

1. A better Northwoods Blvd Circle bike lane needs to be developed. The speed of cars (US!) is stopping riders from getting out on their bicycles. Do not impede the drivers, this is a major thoroughfare and there is a need to move cars along. BUT work with the Town to add a two-way paved bike path around the whole circle--AND down to the beautiful trail that proceeds down to Oldtown. Right now there is no place to take our bikes across the road there, and it is horribly dangerous.

**Pool**

1. The Northwood's Pools is showing its age. The wood decking is a mess and during the busier times, seating under umbrellas/shade is hard to come by.
2. Keep the Northwood pool open later than 5pm.
3. Pool towels would be awesome at the pool.
4. The Northwoods pool is in need of an upgrade.
5. Open the pools for the summer a little earlier.
6. It would be nice to have restrooms closer to the pool at the Northwoods Pool.
7. Longer hours at NW pool.
8. The Northwoods pool walking surface gets very hot in the summer. My grand-daughters little toes got burnt last week. Not sure if there are any other surface applications that would work better.
9. Lack of hot tub @ Northwoods pool.
10. The HOA could use another lap pool due to heavy usage in the summer months.
11. The pools and marina are too crowded.
12. Build a larger family pool at the Northwoods clubhouse...That's a great site, develop it!
13. I think Northwoods Pool is an unnecessary amenity especially with Trout Creek being right up the street...

**Tennis Center**

1. I would have some indoor tennis courts and a bar at the tennis center.
2. Tennis center, for popular clinics and play events during peak time, give Tahoe Donner
3. Upgrade the TC rec center. Add a bar service at the tennis center.
4. I would like better shower and locker room facilities at the tennis center.
5. Would be nice to have indoor tennis court.
6. Would love to see some pickle ball courts.
7. Tennis center is one of the best in California!!
8. Interest in Pickleball is expanding. There may be a need for more than 2 courts before long.
9. There should be a ball machine for Pickleball players.

**Parking**

Additional parking - although I am aware of how difficult that is.

# **Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes**

## **Northwoods Clubhouse Recreation Center Report**

Page 2

### **Recreation (Playground, Bocce, Volleyball, Archery)**

1. More geo caching opportunities.
2. need an open grass field for children to play with shade
3. Expanding this park area seems like a better use of space
4. Is recreation not an amenity or day camps because they don't have a facility?  
Recreation has the rec hut.

### **General**

1. Members priority over people who buy Summer Membership or outside walk-ons.
2. Spend money to keep first class not just adequate.
3. We must keep up the improvements to infrastructure and the maintenance of our existing facilities. Amenities are a combination of facility, programs, activities and events. Can't do the latter without the facility.
4. Facilities should have been made larger since TD has expanded.
5. Generally, the amenities are crowded at the times when off the hill members are most likely to be in TD and want to use them. OTH members make up the majority of property owners yet have to use amenities when they are at the most crowded conditions. TD amenities need to be sized for the majority of members, which means off the hill members who visit TD on weekends and holidays.
6. We have plenty of trails,

### **In Summary, said by a member:**

*We've outgrown, via built out lots, the amenities. Whether it is owners, guests, or renters, during peak periods the amenities are crowded. Just like Safeway is miserable during the holidays. The freeways are packed during the popular periods. Tahoe Donner has become crowded. Don't blame it on one segment - the whole of Truckee has grown over the past twenty years. It's time to adjust to the growth.*

Updated 8/6/2018  
Courtney Murrell

## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

### Trails & Open Space Task Force July 26, 2018: Meeting Minutes

<i>Task Force Members</i>			<i>TD Staff</i>
VJ Bonnard Richard Bothwell <del>Gayle Dana</del> Kathy Englar Brenda Gilbert <del>Jennifer Jennings (BOD)</del> Guy Joaquin	Benjamin Levine Nan Meek (GPC) Steve Miller (GPC) <del>Helen Pelster</del> <del>Bill Phelps</del> Lynette Powell Livia Quan	<del>Charlene Simmons</del> Michael Sullivan (GPC) <del>Susan Terrell</del> Julie Thornton Janet Zipkin	<del>Annie Rosenfeld (Chair)</del> <del>Forrest Huisman</del> Christina Thayer Brian Yohn
<i>Guests:</i> Dave Cohen			

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

1. Because the proposed Trout Creek Trail extension to Basel (off Lausanne) would be funded by Truckee Special Service Area 1 (TSSA 1) funds, at the first TOSTF meeting it was proposed and agreed that the project fell outside the TOSTF's purview. Advising that TOSTF involvement may yet prove warranted, Forrest Huisman suggested before the meeting that the TOSTF reconsider the decision. The decision was reconsidered in light of this advice and reversed.
2. Before the meeting Steve Miller requested that the TOSTF add the Euer Valley Vaulted Toilet proposal to its portfolio. The project was originally given to the ACAC TF. Given that the facility would be as much a trails facility as a nordic facility, and that the TOSTF already has several similar projects under consideration in its portfolio (restrooms at Glacier, Bermgarten, Nature Loop), the TOSTF agreed to accept this project.
3. Following a brief background discussion on the Trails Master Plan Update project, the TOSTF finalized plans for an August 9 member workshop. With the hope of hearing from a wider array of people on a wider variety of topics than would be possible at a traditional town hall forum, the TOSTF elected instead to host a workshop with four stations covering several big picture topics:
  - Multi-Use Trails: One of the most fundamental decisions the original Trails Master Plan made was that we should have multi-use trails. Now that we have been sharing these trails for another 5 years, we will ask how those shared trails are working out for our varied users.
  - Vision: Thinking long term, and thinking big picture, what should the character and significance of Tahoe Donner's trail system be?
  - Public: Public use has become a defining issue for our trail system and community.
  - Other: A catch-all for whatever members want to talk about that is not covered elsewhere.

A training session for task force volunteers will precede the workshop beginning at 4:00 PM.

• • •

### Upcoming TOSTF Meetings & Events

*Trails Master Plan Update Workshop:* August 9, 2018, 5:00-6:30 PM at the ACAC.

*TOSTF Regular Meeting:* August 23, 2018, 3:00 – 4:30 PM at The Northwoods Clubhouse.



# Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

## Demographics Task Force August 1, 2018

### Information Needs (aka Wish List)

Purpose: The purpose of this task force is to (1) gather sufficient information and (2) recommend processes to support the long-term planning decisions of Tahoe Donner Association (TDA), including capital projects and policy decisions affecting utilization of TDA properties.

**Period Covered: 2008 – Present**

#### TDA Real Estate and Owner profile

- Total housing units (SFR and MFR) built: 6,473 built, 730 vacant lots as of October 17, 2017 (RE memo 10/17/2017)
- Total possible units at 100% buildout: 7,203
- Number of registered Owners: 23,470 per RE memo including ages (not tracked), number of full-time residents and units:

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<u>On-Hill</u>	20.08%	19.55%	18.36%	17.48%	16.72%	16.05%	16.21%	16.15%	16.04%	16.42%	16.21%
<u>Off-Hill</u>	79.92%	80.45%	81.64%	82.52%	83.28%	83.95%	83.79%	83.85%	83.96%	83.58%	83.79%

including ages (not tracked), units available for (1) long and (2) short term rental (based on Town records and the short term rental task force report from, there were 815 registered STR properties in August, 2017, growing at 23% per year).

- Number of registered owner cards: As of October 17, 2017, 23,470 member cards issued; 2,219 members without a card.

Note: Under current policy, each property is entitled to four member cards and may purchase up to four additional member cards for qualifying individuals (owners named on deed, direct family members of owners, declared relatives, domestic partners, co-habitants). (RE memo 10/17/2017)

- Number of uses of each member card (i.e., unique user count)
- Number of unique users by each property

- Number of registered guest cards

Note: In addition to member cards, each property is entitled to a maximum of two transferable guest cards and each card may be used by four individuals. (RE memo 10/17/2017)

- Number of uses of each guest card (i.e., unique user count)
- Number of unique users by each property

## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

- Owner and guest card usage policy.

Subject to change. In 2017, the GM recommended three areas for consideration:

- “1. What would be the best practice for Tahoe Donner to designate and validate membership affiliation with owners/properties to best value members first?
2. Should member’s guest rules be more specifically defined, tracked, and charged for access to private amenities?
3. Should membership only (no guest) dates be created during peak periods at the private amenities?”

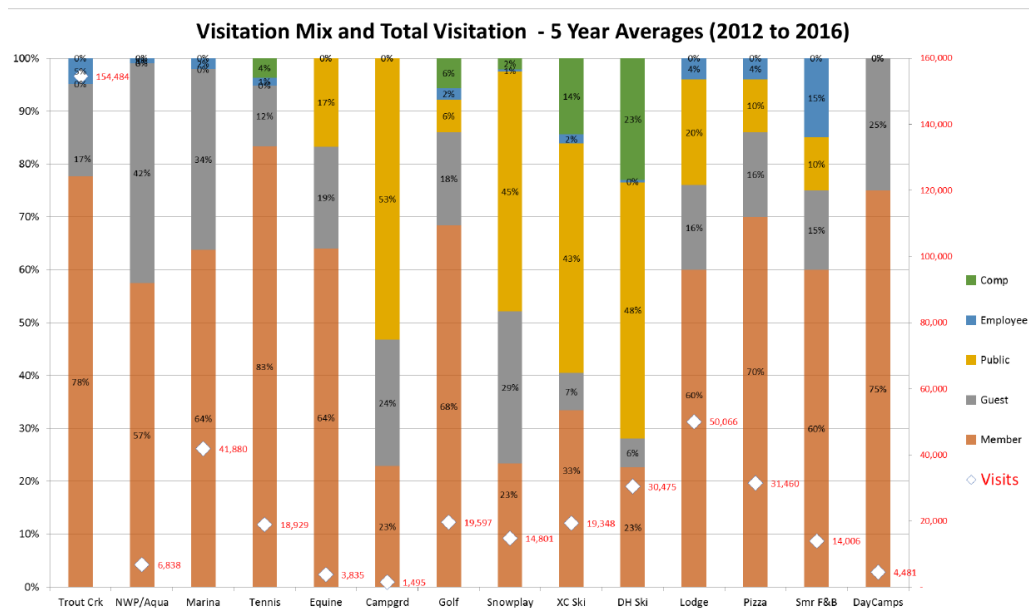
- Maximum number of owner and guest card users per unit

Based on current policy, this is 16 users per property: eight “owners” and eight “guests.”

### TDA Amenity specific utilization

- By owner and guest categories \*, and comps
  - \* Member-accompanied-guest, Unaccompanied guest
- By season
- Peak Utilization

We have some of this information. A summary of staff-reported data follows. It does not distinguish member-accompanied guests from short term rental users of guest cards.



## Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes

### Demographics Task Force Resources

Notes from reports and sources:

- Tahoe Donner Facts (marketing handout 2014)
  - 6,471 lots; 5,669 residences
  - 83% part-time residents
  - 4,378 acres of common area and open space (Before Euer and Crabtree purchases?)
  - Resident age profile: 32% - 65+; 14% - 46-64; 21% - 31-45; 13% - 19-30; 24% - 0-18.
  - 58% of full-time residences have 4 residents.
- Tahoe Donner 20 Year Plan Owner Research on Investment Priorities Conducted for Tahoe Donner General Plan Committee September 2015
  - 1,447 interviewees – 297 on hill owners, 1,150 off hill
  - Executed by a consultant using online and personal interviews
  - Reported owner priorities:
    - Protect open space (trails ok)
    - Improve and enhance facilities rather than adding more
    - Environmental sensitivity in operations (water, power)
- 2016 - 2017 Nevada County California Demographic Report
  - Nevada County and Truckee are growing slowly (Truckee was high growth until 2008)
  - Population is older than neighboring counties
  - K-12 enrollment declining since 2004
- TDA Mailing List
  - Decline from 20% to 16% of owners using a TDA mailing address for TDA assessments since 2008 (steady at 16% for several years)
- Final Report: The Economic Benefits of the North Lake Tahoe/Truckee Transit Vision March 2015
  - North Tahoe population:
    - 2000 – 41,000
    - 2010 – 40,000 (but Truckee grew in this period)
    - Based on projected new construction in Truckee, Martis Valley, Squaw Valley and in the Tahoe Basin, there “could be an additional 12,000 within 30 years.”
    - 60% of homes in area are not primary residences (50% in Truckee)
- Truckee Demographic and Economic Profile Prepared for Truckee Donner Chamber of Commerce August 2012

## **Tahoe Donner General Plan Committee – August 6, 2018 Meeting Minutes**

- Truckee grew 16% 2001-2011
  - Annual income: Truckee \$65,000, Nevada Co. \$55,000, California \$55,000
  - Excerpts from TDA Short Term Rental Task Force report Fall 2017
    - Estimate 1,100 STR residences in TDA August 2018
      - 2016-2017 growth rate 37%
      - 56% are managed professionally
    - Truckee Transient Occupancy Tax receipts:
      - 2013-14: \$1.8 million
      - 2014-15: \$2.1 million
      - 2015-16: \$2.8 million
      - 2016-17: \$3.4 million
- 

- Estimate 1,100 STR residences in TDA August 2018
  - 2016-2017 growth rate 37%
  - 56% are managed professionally
- Truckee Transient Occupancy Tax receipts:
  - 2013-14: \$1.8 million
  - 2014-15: \$2.1 million
  - 2015-16: \$2.8 million
  - 2016-17: \$3.4 million

### **Regional (Town of Truckee, Martis Valley and north Tahoe resort) data**

- Seasonal vacation (short term) visitors
- Short term lodging units and utilization
- Total dwelling units (owner occupied and rental)

### **Key Data Sources – include historical data and projections**

- TDA staff
  - Town of Truckee
  - TD PUD
  - Affordable Housing Task Force (correct name?)
  - Chamber of commerce or other regional sources
    - **NORTH LAKE TAHOE VISITORS & CONVENTION BUREAU**  
([HTTPS://WWW.GOTAHOENORTH.COM/](https://www.gotahoenorth.com/) )
-