

DECISION PAPER



October 18, 2018

Action Item: Board approval to award construction contract and to pull Building Permit for capital improvements at Trout Creek Recreation Center.

Background: The General Plan Committee (GPC) determined that the Trout Creek Recreation Center (TCRC) requires accessibility improvements and additional space for ongoing programs and activities. As shown in the completed feasibility study, the proposed scope provides for both an efficient facility expansion and the necessary accessibility improvements. Subsequent milestones have now been met and are as follows:

- March 2, 2018; Sitaline and Mt. Lincoln Construction provided preliminary project cost estimates totaling \$2,314,635.
- March 24; with an estimated \$2,400,000 total project cost, the Board approved the project scope and authorized application submittals to the Town of Truckee Planning Commission.
- June 19th; the project application received unanimous Planning Commission approval to proceed with Building Permit applications.
- July 21st; the Tahoe Donner Board approved the submittal of a building permit application and the obtainment of competitive bids from qualified general contractors.
- October 1st; TDA coordinated additional parking stalls at TCRC.
- October 5th; Planning Staff reviewed the new parking layout, where all (221) parking stalls were measured and accounted for, and the condition of approval is now marked complete.
- October 8th; contractor bids were opened and evaluated.
- October 9th; the Building Department maintains momentum in their plan check process and is coordinating with associated Districts for completion of plan check comments by early November.

Upon Board approval on October 27th, Staff will award construction contract and will pull the Building Permit, then work with the Town of Truckee, Consultants, and Contractor to integrate plan check comments and proceed with Trout Creek Recreation Center improvements beginning in early 2019.

Schedule: The GPC Task Force recommends a two-phased construction schedule, starting in early 2019 and proceeding for approximately (14) months, split between two phases to preserve member access and use at all times; Phase 1 at the pool side for approximately (7) months, and Phase 2 at the 670 SF addition and gym side for approximately (7) months (see attached phasing plan).

Temporary Operations: During Phase 1, fitness activities will not be affected. During Phase 2 improvements, fitness activities will occur in defined off-site areas as well as recently completed Phase 1 spaces (See attached Member Impact Mitigation Plan and Diagrams). During the last half of Phase 2, a temporary class schedule will include a good variety of yoga, cardio and strength almost every day. With this limited schedule, higher attendance is anticipated, and an opportunity for additional non-equipment classes can be added to the schedule (See attached draft for this Temporary 2019 Fall - 2020 Winter Class Schedule). Kids Club will be closed during construction but will return once both phases are complete.

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Funding: Capital Improvements are funded by a combination of the Development Fund and Replacement Reserve Funds, which are allocated within the annual assessment. Proposed improvements at Trout Creek would be funded from these existing balances and would not require a special assessment. These capital allocations are detailed each year during budget review and approvals provided by members of the General Plan Committee, Finance Committee, and Board of Directors. For 2018, the proposed Trout Creek Expansion requires **\$200,000** in Development Funds for soft costs like permitting and consulting fees, and for 2019 and 2020, funding allocations reflect the total scope of repaired items and new components. The Task Force recommends the following funding for TCRC improvements in 2019 and early 2020.

- Replacement Reserve Fund (RRF); **\$1,650,000** for replacement of existing components
- Development Fund (DF); **\$550,000** for new components

Project Budget: Previous project cost estimates were established in March of 2018 at \$2,400,000, and after reviewing and qualifying recent contractor bids, this project budget remains valid. Upon Board approval to pull the building permit and commence with the improvement schedule, a contract will be awarded, and construction will commence in early 2019 after the upcoming holiday Season.

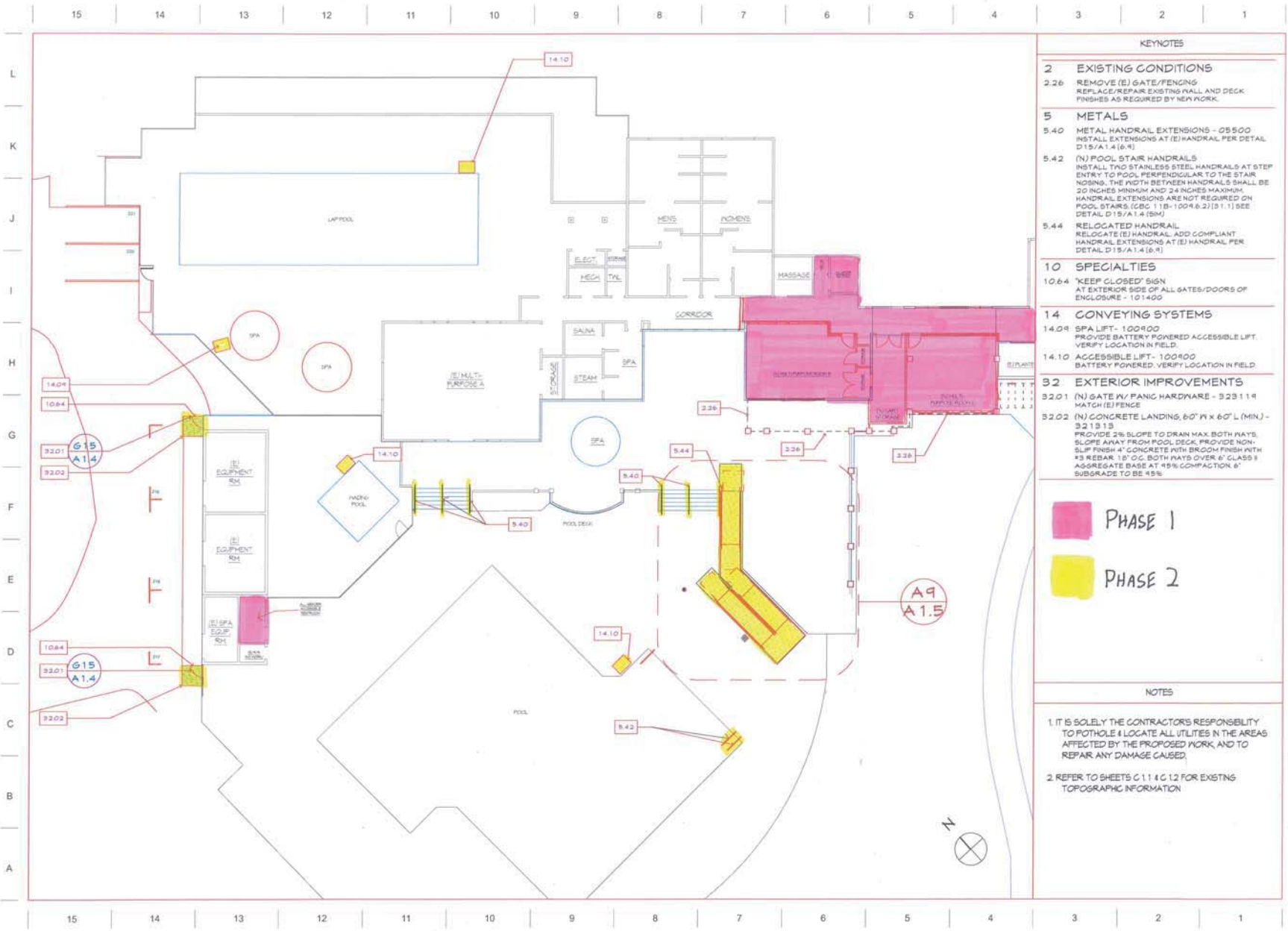
Task Force Recommendation: Board approval for TDA staff to award a construction contract, pull the building permit, and for construction improvements to commence in early 2019.

Prepared By: Forrest Huisman

Reviewed By: Michael Salmon

Board Meeting Date: October 27, 2018

General Manager Approval to place on Agenda: _____ **Date:** _____



KEYNOTES

- 2 EXISTING CONDITIONS**
- 2.26 REMOVE (E) GATE/FENCING
REPLACE/REPAIR EXISTING RAIL AND DECK
FINISHES AS REQUIRED BY NEW WORK.
- 5 METALS**
- 5.40 METAL HANDRAIL EXTENSIONS - 05 500
INSTALL EXTENSIONS AT (E) HANDRAIL PER DETAIL
D 15/A 1.4 (6.9)
- 5.42 (N) POOL STAIR HANDRAILS
INSTALL TWO STAINLESS STEEL HANDRAILS AT STEP
ENTRY TO POOL PERPENDICULAR TO THE STAIR
RISINGS. THE WIDTH BETWEEN HANDRAILS SHALL BE
20 INCHES MINIMUM AND 24 INCHES MAXIMUM.
HANDRAIL EXTENSIONS ARE NOT REQUIRED ON
POOL STAIRS. (CBC 11B-1009.6.2)(S 1.1) SEE
DETAIL D 15/A 1.4 (5M)
- 5.44 RELOCATED HANDRAIL
RELOCATE (E) HANDRAIL. ADD COMPLIANT
HANDRAIL EXTENSIONS AT (E) HANDRAIL PER
DETAIL D 15/A 1.4 (6.9)
- 10 SPECIALTIES**
- 10.6.4 *KEEP CLOSED* SIGN
AT EXTERIOR SIDE OF ALL GATES/DOORS OF
ENCLOSURE - 10 1400
- 14 CONVEYING SYSTEMS**
- 14.0.4 SPA LIFT - 100R00
PROVIDE BATTERY POWERED ACCESSIBLE LIFT.
VERIFY LOCATION IN FIELD.
- 14.1.0 ACCESSIBLE LIFT - 100400
BATTERY POWERED. VERIFY LOCATION IN FIELD.
- 32 EXTERIOR IMPROVEMENTS**
- 32.0.1 (N) GATE W/ PANIC HARDWARE - 323 1 1 4
MATCH (E) FENCE
- 32.0.2 (N) CONCRETE LANDING, 6'0" W x 6'0" L (MIN.) -
32 1 3 3
PROVIDE 2% SLOPE TO DRAIN MAX BOTH PAYS.
SLOPE AWAY FROM POOL DECK. PROVIDE NON-
SLIP FINISH 4" CONCRETE WITH BROOM FINISH WITH
#3 REBAR 18" O.C. BOTH PAYS OVER 6" CLASS 1
AGGREGATE BASE AT 95% COMPACTION. 6"
SUBGRADE TO BE 45%

PHASE 1

PHASE 2

NOTES

- 1 IT IS SOLELY THE CONTRACTORS RESPONSIBILITY
TO POTHOLE & LOCATE ALL UTILITIES IN THE AREAS
AFFECTED BY THE PROPOSED WORK, AND TO
REPAIR ANY DAMAGE CAUSED.
- 2 REFER TO SHEETS C 1 1 & C 1 2 FOR EXISTING
TOPOGRAPHIC INFORMATION



Revisions

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1500 17th Street
Napa, CA 94959
530.438.9411
www.stilinepa.com

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for
TAHOE DONNER ASSOCIATION
12790 NORTHWOODS BLVD., TRUCKEE, APN 44-860-01

09/07/18
1" = 10' - 0"
#113 1B

PARTIAL SITE
PLAN
A1.2

Trout Creek Remodel: Updated Member Impact Mitigation Plan

Working with the task force, staff has updated the TCRC remodel member impact mitigation plan in light of the construction phasing recommended by the contractors.

Overview

Phase 1 construction (January 2019 – July 2019) will focus on the entry, the bridge area, and the current lounge. No fitness or aquatics services will be affected during this phase, with continuous access through the work-space provided by a wood-frame tunnel. During this time members will access the facility via the double doors at the Kids Club vestibule. A temporary front desk in the current Kids Club will handle check-in. Kids Club childcare service will be discontinued with the onset of construction, and not resume until all construction is completed. Though massage services may be compromised by noise, we will still offer those services as we did during the recent bathroom remodel.

Phase 2 construction (July 2019 – January 2020) will focus on Trout Creek's gym-side, including the 670 SF addition. Therefore, the weight room and cardio room will both be affected. Relocating these services will have knock-on effects for the basketball court, fitness classes, and other facilities as described below.

Weight and Cardio Rooms

Our current cardio and weight rooms measure 1123 square feet and 1129 square feet respectively, for a total of 2,252 square feet. During Phase 2 construction, equipment from those rooms will be relocated on the following schedule:

July – Mid-October 2019: All the equipment from the existing weight and cardio rooms will be distributed to the two new multipurpose rooms and the old special-events tent, which will be erected on the basketball court. The tent's approximately 3200 square feet will provide ample room for equipment. The tent will need to be connected to electricity for lighting, and propane or other heaters are advised. To improve access, a temporary walkway may be installed across a low spot on the basketball court path. Rubber stall mats will be placed under equipment. During this time, fitness classes will be unaffected in the existing classroom.

Mid-October 2019 – January 2020: As the final few months of construction during the late fall and winter of 2019/2020 will be the most disruptive to member service levels, to minimize member impact it is recommended that contracts include incentives to finish construction as early as possible in the fall of 2019.

Once the storm season begins, the tent can no longer remain in place. At that time, strength and cardio equipment will be redistributed to the existing classroom, and the two new multipurpose rooms. If we use all three rooms, we will have approximately 1900 square feet available. That is about 85% of our current weight and cardio training space.

During this final portion of Phase 2 construction we will not be able to offer the same quantity of cardio equipment that we can offer now, but we expect to offer the same variety. For strength trainers, while the more generalized and versatile equipment will be available, the most highly specialized machines and equipment will not be available. Given the space limitations, these would be the principles guiding our priorities:

1. Must provide space for cardio, strength training, stretching, and functional exercise.
2. Favor selection of the most versatile equipment.

3. Select specialized, single-task equipment only where clear imperative exists.
4. Minimize any need or cause to move equipment between rooms. For instance, all plate loaded equipment should be grouped together.
5. For the sake of user comfort and safety it is better to select fewer high quality pieces, leaving a little room open, than to pack the rooms with absolutely as much equipment as possible.

To provide a visual representation for the amount of equipment we will be able to provide the members during the later portion of Phase 2 construction, with these guidelines in mind the task force drafted the example layout included in the drawings at the end of this document. As the example layout shows, we will be able to provide a variety of equipment in an effort to satisfy the largest number of needs.

To help members adapt their routines to the available equipment during these final few months, free on-site trainers could also be provided.

Fitness Classes

For approximately 3/4 of the construction schedule, fitness classes will be entirely unaffected in the existing classroom. However, during the final months of Phase 2 construction (mid-October 2019 – January 2020) fitness classes will be severely impacted. Impacts will include some reduction in class frequency, a probable reduction in class variety, and the relocation of all classes to other Tahoe Donner facilities, specifically the ACAC and the NWCH (See attached example of Class schedule).

ACAC (Alder Creek Adventure Center): The Club Room is a spacious location for displaced classes and the facility has a shower for those who would like to clean up after exercising. This room will be an available and attractive location for fitness classes during the fall of 2019. Once snow falls, however, the room is used as part of the Cross-Country operation and will not be available for fitness classes.

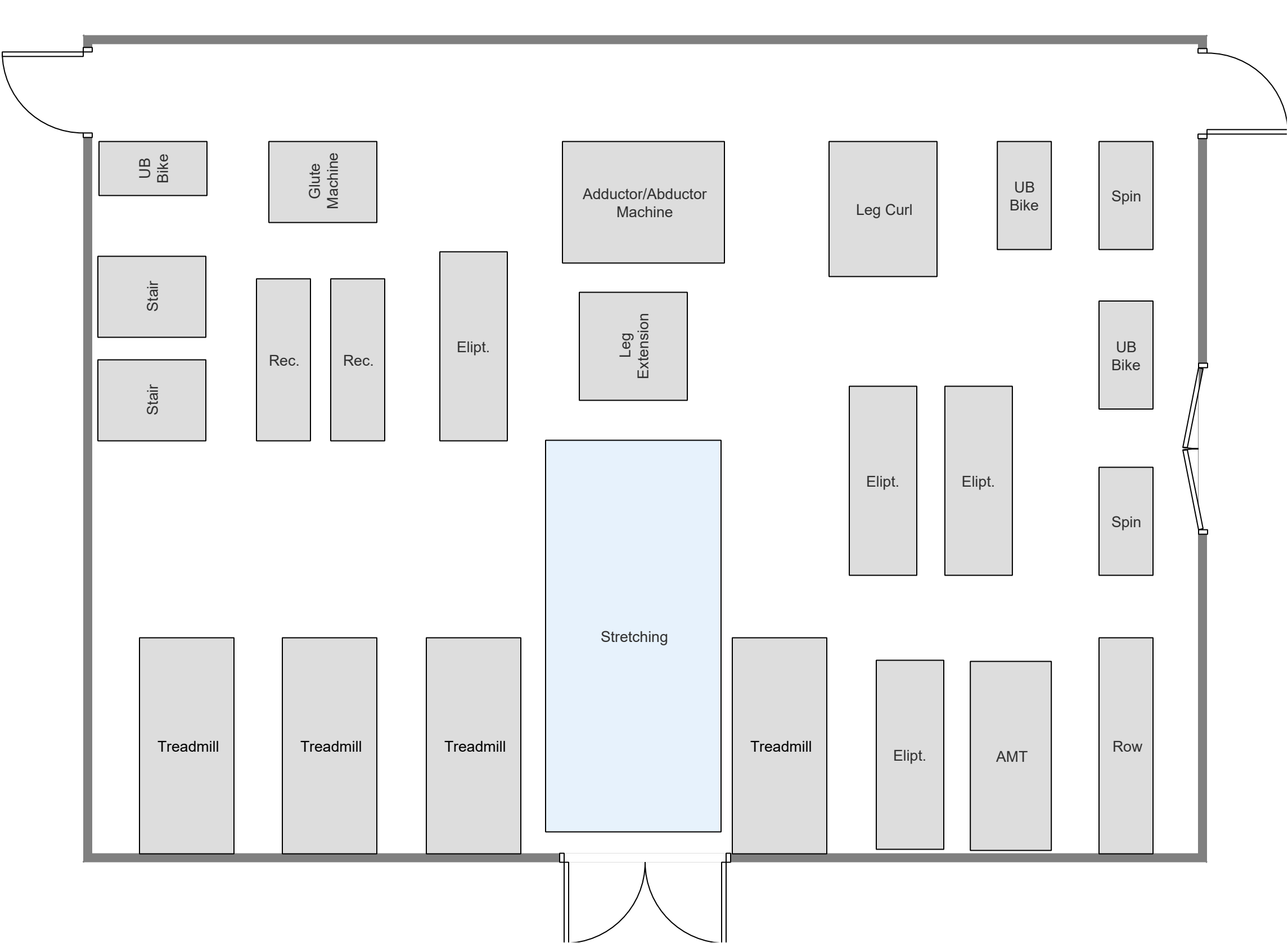
NWCH (Northwoods Clubhouse): The Meadow Room has been used for fitness classes in the past and is a good option for hosting classes during the tail-end of construction. Classes would need to be scheduled around functions that are hosted in this location, but adequate planning can make this happen. In the past, Pizza on The Hill has also been used as an alternative morning fitness class location and will likely be used for that purpose again during these few months.

General Notes:

1. Providing temporary accessibility to front entrance via two designated parking stalls and a temporary ramp have been considered during the new construction of existing ramp and ADA parking stalls, for an estimated timeframe of approximately one month. Town of Truckee Building Department will provide further specifics within their plan check comments.
2. Material staging for sub-contractors will be defined in two areas; during Phase 1, behind the pump house, and during Phase 2, adjacent to the new 670 SF addition, utilizing existing parking stalls along perimeter of lot, but retaining existing parking lot flow.
3. Aside from July 4th, December 25th, and January 1st, sub-contractors shall have access to the property for necessary improvements (Monday through Saturday) in order to complete their scope of work in the fewest calendar days as possible, minimizing overall member impact.

Conclusion

With a specific member impact mitigation plan now in place, the task force recommends that the BOD proceed toward construction with confidence that the members will have access to the fitness services they are used to and expect at Tahoe Donner.



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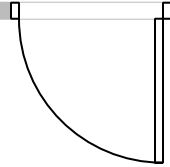
Squat Rack

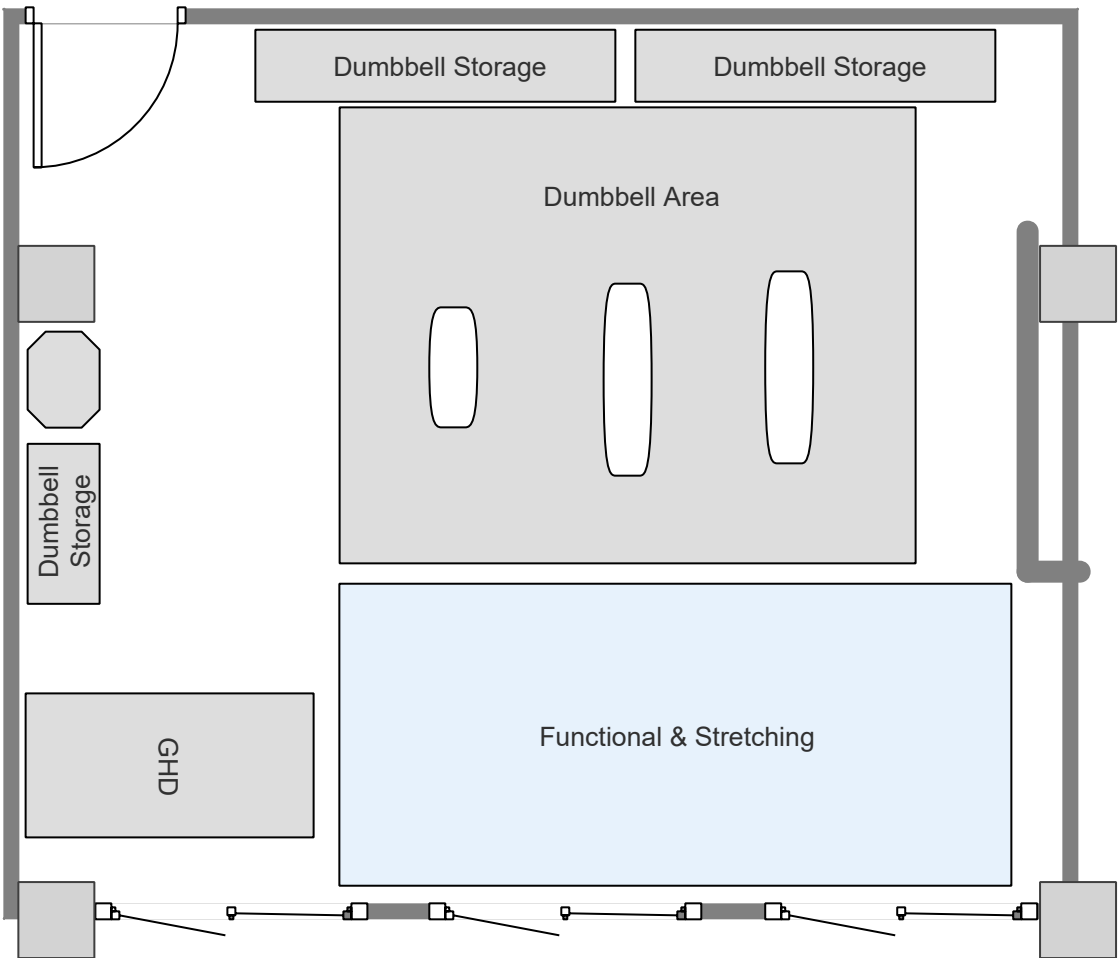
Bench
Press

Chin
& □
Dip

Smith Machine

Stretching
+
Barbell Floor
Work Area



























Fall 2019

GROUP FITNESS



Monday 11/4	Tuesday 11/5	Wednesday 11/6	Thursday 11/7	Friday 11/8	Saturday 11/9	Sunday 11/10
6:05 - 7:00am Spinning (Kathy)	6:05 - 7:00am Spinning/TRX (Kari)	6:05 - 7:00am Spinning (Cindy)	6:05 - 7:00am Spinning/TRX (Kari)	6:05 - 7:00am Spinning (Marion)		
 8:00 - 9:00am Barre Above (Marissa M.)	 8:00 - 9:15am Vinyasa Yoga (Danielle)	 8:15 - 9:15am Yoga FSI (Lynne)	 8:00 - 9:15am Vinyasa Yoga (Marissa)		 8:00 - 9:15am Power Core (Ivazina)	8:00 - 9:00am Spinning (Cindy)
9:30 - 10:30am Spinning (Karen)	 9:30 - 10:30am Zumba® (Courtney)	9:30 - 10:30am Spinning (Karen)	 9:30 - 10:30am Zumba® (Courtney)	9:30 - 10:30am Spinning (Kim)	 9:30 - 10:45am Vinyasa Yoga (Marissa)	 9:30 - 10:30am Zumba® (Jeanie)
 10:45 - 11:15am H.I.I.T. (Karen)	 10:45 - 12:00pm Yin Yoga (Danielle)	 10:45 - 11:15am H.I.I.T. (Amy)	 10:45 - 12:00pm Yin Yoga (Marissa)	 10:45 - 11:15am H.I.I.T. (Amy)	 11:00 - 12:00pm Zumba® (Courtney)	 10:45 - 11:45am Vinyasa Yoga (Jeanie)
 11:30 - 12:45pm Healing Yoga (Andrew)	 12:45 - 1:30pm Ski Fit (Karen)	 11:30 - 12:45pm Healing Yoga (Andrew)	 12:45 - 1:30pm Ski Fit (Karen)	 11:30 - 12:45pm Healing Yoga (Emily)		
		 1:00 - 2:00pm Pilates (Paula)				
4:45 - 5:15pm TRX (Ivazina)		4:45 - 5:15pm TRX (Ivazina)				
5:15PM - 6:15pm Strength & Core (Ivazina)		5:15PM - 6:15pm Strength & Core (Ivazina)				
6:30 - 7:45pm Yin/Yin Yoga (Jaclynn)		6:30 - 7:45pm Vin/Yin Yoga (Judy)				

