

TAHOE REGIONAL PLANNING AGENCY (TRPA)
TAHOE METROPOLITAN PLANNING AGENCY
(TMPO)AND TRPA COMMITTEE MEETINGS

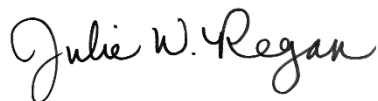
NOTICE IS HEREBY GIVEN that on **Wednesday, July 26, 2023**, commencing **no earlier than 10:00 a.m.**, at the **Tahoe Regional Planning Agency, 128 Market Street, Stateline, NV**, the **Governing Board** of the Tahoe Regional Planning Agency will conduct its **regular business meeting**.

Pursuant to TRPA Rules of Procedure, 2.16 Teleconference/Video Conference Meetings and Participation, Board members may appear in person or on Zoom. Members of the public may observe the meeting and submit comments in person at the above location or on Zoom. Details will be posted on the day of the meeting with a link to Zoom.

To participate in any TRPA Governing Board or Committee meetings please go to the Calendar on the <https://www.trpa.gov/> homepage and select the link for the current meeting. Members of the public may also choose to listen to the meeting by dialing the phone number and access code posted on our website. For information on how to participate by phone, please see page 3 of this Agenda.

NOTICE IS FURTHER GIVEN that on **Wednesday, July 26, 2023**, commencing **8:30 a.m.**, at the **Tahoe Regional Planning Agency** and on **Zoom**, the **TRPA Legal Committee** will meet. The agenda will be as follows: **1)** Approval of Agenda; **2)** Approval of Minutes; **(Page 7) 3)** Closed Session with Counsel to Discuss Existing and Potential Litigation; **4)** Potential Direction Regarding Agenda Item No. 3 (action); **5)** Committee Member Comments; Chair – Williamson, Vice Chair – Aldean, Faustinos, Gustafson, Rice; **6)** Public Interest Comments

NOTICE IS FURTHER GIVEN that on **Wednesday, July 26, 2023**, commencing **no earlier than 9:00 a.m.**, at the **Tahoe Regional Planning Agency**, the **TRPA Operations & Governance Committee** will meet. The agenda will be as follows: **1)** Approval of Agenda; **2)** Approval of Minutes; **(Pages 13 & 21) 3)** Recommend approval of Fiscal Year 2023/2024 Annual Operating Budget (action) **(Page 135); 4)** Quarterly Treasurer’s Report; **(Page 189) 5)** Upcoming Topics; **6)** Committee Member Comments; Chair – Aldean, Vice Chair – Laine, Aguilar, Diss, Hoenigman; **7)** Public Interest Comments



Julie W. Regan,
Executive Director

This agenda has been posted at the TRPA office and at the following locations and/or websites: PostOffice, Stateline, NV, North Tahoe Event Center, Kings Beach, CA, IVGID Office, Incline Village, NV, North Lake Tahoe Chamber/Resort Association, Tahoe City, CA, and Lake Tahoe South Shore Chamber of Commerce, Stateline, NV

TAHOE REGIONAL PLANNING AGENCY	
GOVERNING BOARD	
Tahoe Regional Planning Agency	June 28, 2023
128 Market Street, Stateline, NV	No earlier than 10:00 a.m.

All items on this agenda are action items unless otherwise noted. Items on the agenda, unless designated for a specific time, may not necessarily be considered in the order in which they appear and may, for good cause, be continued until a later date.

Members of the public may email written public comments to the Clerk to the Board, mambler@trpa.gov. All public comments should be as brief and concise as possible so that all who wish to participate may do so; testimony should not be repeated. The Chair of the Board shall have the discretion to set appropriate time allotments for individual speakers (3 minutes for individuals and group representatives as well as for the total time allotted to oral public comment for a specific agenda item). No extra time for participants will be permitted by the ceding of time to others. Written comments are welcome. In the interest of efficient meeting management, the Chairperson reserves the right to limit the duration of each public comment period to a total of 1 hour. All written comments will be included as part of the public record. Public comment will be taken for each appropriate item at the time the agenda item is heard and a general public comment period will be provided at the end of the meeting for all other comments.

TRPA will make reasonable efforts to assist and accommodate physically handicapped persons that wish to attend the meeting. Please contact Marja Ambler at (775) 589-5287 if you would like to attend the meeting and are in need of assistance. The Governing Board agenda and staff reports will be posted at <https://www.trpa.gov/governing-board-documents-july-26-2023/> no later than 7 days prior to the meeting date. Any member of the public with questions prior to the meeting may contact Marja Ambler, mambler@trpa.gov or call (775) 589-5287. On meeting day please contact TRPA admin staff at virtualmeetinghelp@trpa.gov or call (775) 588-4547.

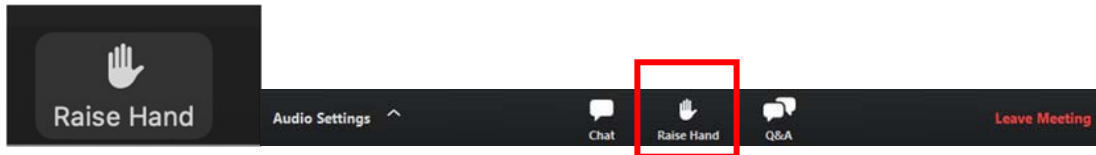
Zoom Webinar - Public Participation

To Participate Online:

1. Download the Zoom app on your computer, tablet, or smartphone.
 - The computer app can be downloaded here:
<https://us02web.zoom.us/client/latest/ZoomInstaller.exe>
 - The tablet or smartphone app can be found in the app store on your device.
2. On the day of the meeting, join from the link or phone numbers posted under the appropriate meeting date and time on the TRPA website (www.trpa.gov).
3. Ensure that you are **connected to audio** either through your computer (provided it has a microphone) or using your phone as a microphone/speaker. You can manage your audio settings in the tool bar at the bottom of the Zoom screen.



4. At the appropriate time for public comments, you will be able to “raise your hand” by clicking on the Hand icon located on the bottom of your Zoom screen **OR by dialing *9 if you are on your phone**. With your hand raised, a TRPA staff member will unmute you and indicate that you can make your comment.



To Participate on the phone:

1. Dial the call-in number posted at the calendar event for the appropriate meeting (www.trpa.gov).
2. At the appropriate time for public comments, you will be able to “raise your hand” **by dialing *9 if you are on your phone**. With your hand raised, a TRPA staff member will unmute you and indicate that you can make your comment.

If you do not have the ability or access to register for the webinar, please contact TRPA admin staff at virtualmeetinghelp@trpa.org or (775) 588-4547.

Additional Resources from Zoom:

- [Joining and Participating in a Zoom Webinar](#)
- [Joining a Zoom Webinar by Phone](#)
- [Raising Your Hand in a Webinar](#)

AGENDA

- I. CALL TO ORDER AND DETERMINATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF MINUTES (The June 28, 2023 Minutes will be in the August 23, 2023 Packet)
- V. TRPA CONSENT CALENDAR (see Consent Calendar agenda below for specific items)
- VI. ADMINISTRATIVE
 - A. Resolution recognizing former Governing Board Presidential Appointee, A.J. “Bud” Hicks **Possible Action** **Page 81**
- VII. PLANNING MATTERS
 - A. Briefing on the Forest Health Program and Emergency response coordination **Informational Only** **Page 83**
 - B. Annual Work Plan **Possible Action** **Page 85**
 - C. Fiscal Year 2023/2024 Annual Operating Budget **Possible Action** **Page 135**
 - D. Transportation Equity Study Proposed Policies Endorsement **Possible Action** **Page 149**
 - E. Tahoe Regional Trails Strategy Update **Informational Only** **Page 177**
- VIII. REPORTS
 - A. Executive Director Status Report **Informational Only**
 - 1) Tahoe In Brief – Governing Board Monthly Report **Informational Only** **Page 179**
 - B. General Counsel Status Report **Informational Only**
- IX. GOVERNING BOARD MEMBER REPORTS
- X. COMMITTEE REPORTS
 - A. Local Government & Housing Committee **Report**
 - B. Legal Committee **Report**
 - C. Operations & Governance Committee **Report**

D. Environmental Improvement, Transportation, & Public Outreach Committee **Report**

E. Forest Health and Wildfire Committee **Report**

F. Regional Plan Implementation Committee **Report**

XI. PUBLIC INTEREST COMMENTS

Any member of the public wishing to address the Governing Board on any item listed or not listed on the agenda including items on the Consent Calendar may do so at this time. TRPA encourages public comment on items on the agenda to be presented at the time those agenda items are heard. Individuals or groups commenting on items listed on the agenda will be permitted to comment either at this time or when the matter is heard, but not both. The Governing Board is prohibited by law from taking immediate action on or discussing issues raised by the public that are not listed on this agenda.

XII. ADJOURNMENT

TRPA CONSENT CALENDAR

<u>Item</u>	<u>Action Requested</u>
1. Oliver/Pond/Howard New Multiple-Parcel/Multiple-Use Pier, 3230/3240/3250 Edgewater Drive, Placer County, APNs 093-072-039/093-072-040/093-094-001, TRPA File Number ERSP2022-0034	Action/Approval <u>Page 29</u>

The consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. The special use determinations will be removed from the calendar at the request of any member of the public and taken up separately. If any Board member or noticed affected property owner requests that an item be removed from the calendar, it will be taken up separately in the appropriate agenda category. Four of the members of the governing body from each State constitute a quorum for the transaction of the business of the agency. The voting procedure shall be as follows: (1) For adopting, amending or repealing environmental threshold carrying capacities, the regional plan, and ordinances, rules and regulations, and for granting variances from the ordinances, rules and regulations, the vote of at least four of the members of each State agreeing with the vote of at least four members of the other State shall be required to take action. If there is no vote of at least four of the members from one State agreeing with the vote of at least four of the members of the other State on the actions specified in this paragraph, an action of rejection shall be deemed to have been taken. (2) For approving a project, the affirmative vote of at least five members from the State in which the project is located and the affirmative vote of at least nine members of the governing body are required. If at least five members of the governing body from the State in which the project is located and at least nine members of the entire governing body do not vote in favor of the project, upon a motion for approval, an action of rejection shall be deemed to have been taken. A decision by the agency to approve a project shall be supported by a statement of findings, adopted by the agency, which indicates that the project complies with the regional plan and with applicable ordinances, rules and regulations of the agency. (3) For routine business and for

directing the agency's staff on litigation and enforcement actions, at least eight members of the governing body must agree to take action. If at least eight votes in favor of such action are not cast, an action of rejection shall be deemed to have been taken.

Article III (g) Public Law 96-551 Tahoe Regional Planning Agency Governing Board Members: Chair, Cindy Gustafson, Placer County Supervisor Representative; Vice Chair, Hayley Williamson, Nevada At-Large Member; Francisco Aguilar, Nevada Secretary of State; Shelly Aldean, Carson City Supervisor Representative; Ashley Conrad-Saydah, California Governor's Appointee; Jessica Diss, Nevada Governor's Appointee; Belinda Faustinos, California Assembly Speaker's Appointee; John Friedrich, City of South Lake Tahoe Councilmember; Meghan Hays, Presidential Appointee; Alexis Hill, Washoe County Commissioner; Vince Hoenigman, California Governor's Appointee; Brooke Laine, El Dorado County Supervisor; Wesley Rice, Douglas County Commissioner; James Settelmeyer, Nevada Dept. of Conservation & Natural Resources Representative; Open, California Senate Rules Committee Appointee.

TAHOE REGIONAL PLANNING AGENCY
LEGAL COMMITTEE

TRPA
Zoom

April 26, 2023

Meeting Minutes

CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Williamson called the meeting to order at 8:30 a.m. on April 26, 2023.

Members present: Ms. Aldean, Ms. Williamson, Ms. Faustinos, and Ms. Gustafson. [Mr. Rice arrived at 8:35 a.m.]

Members absent: Mr. Hicks.

I. APPROVAL OF AGENDA

Mr. Marshall stated there was no need to hold a Closed Session so items 4 and 5 could be skipped. In addition, Steve Sweet suggested the presentations for items 3 and 4 be heard in conjunction as they involved the same property and then the Committee would vote on the proposed Settlement Agreements separately.

Ms. Williamson deemed the agenda approved as amended.

II. APPROVAL OF MINUTES

Ms. Aldean indicated that she submitted some corrections to Marja Ambler, TRPA Governing Board clerk. Ms. Aldean made a motion to approve the March 22, 2023 Legal Committee meeting minutes as amended.

Motion carried by unanimous voice vote.

III. RECOMMENDATION REGARDING RESOLUTION OF ENFORCEMENT ACTION: MIKE ZANETELL; UNAUTHORIZED WATERCRAFT LAUNCHING, 1141 FALLEN LEAF ROAD, EL DORADO COUNTY, CA ASSESSOR'S PARCEL NUMBER 021-251-014, TRPA FILE NO. CODE2023-0026

TRPA Code Compliance Manager Steve Sweet presented this item to the Legal Committee. Both violations involved the unauthorized launching of watercraft without the required AIS inspections over private property.

The violations occurred on the Fallen Leaf lakefront property located at 1141 Fallen Leaf Road, El Dorado County, California.

In September 2022 TRPA staff responded to a complaint of unauthorized watercraft launching on the Gray Property located on the south shore of Fallen Leaf Lake.

During this inspection, TRPA staff spoke with Katie Gray and discovered that they had launched their watercraft over the Gray Property without any authorization or required launch inspections.

Through further discussion with the Grays, staff also learned that Mike Zanetell had launched his watercraft over the Gray Property without the required launch inspections.

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Both watercraft had been in Fallen Leaf Lake over the summer of 2022 until removed at the boat ramp at the end of the season.

The launching of any motorized watercraft without an AIS inspection is a risk to Fallen Leaf lake and occurred in violation of TRPA Code Section 63.4.1.C (Prohibiting the launching, or attempting to launch, of any motorized watercraft into the waters of Lake Tahoe without an AIS inspection by TRPA or its Designee) and TRPA Code Section 82.3.1 (An activity which is not specifically exempt (pursuant to Section 82.4), qualified exempt (pursuant to Section 82.5), or a continuation of an existing use (pursuant to Section 81.6), is subject to TRPA review and approval.

Zanetell is currently working on a TRPA permitted construction project on the Gray Property and should be familiar with the approved plans which do not include any launching facility for motorized watercraft.

Gray and Zanetell are taking full responsibility for the unauthorized activities and have agreed to a settlement where they will each pay a penalty of \$4,000 to TRPA. The Grays will also block off access to the unauthorized launch area.

Staff is recommending that the Governing Board approve the proposed settlement agreement for Zanetell which is a \$4,000 penalty to TRPA.

Mr. Zanetell's wife stated that she didn't have anything to add.

Committee Member Questions & Comments

Ms. Aldean stated that she was confused by Mr. Zanetell's reasoning as to why he did not get an AIS inspection which was that hot water from any possible decontamination would damage his boat? Ms. Aldean's understanding is that the boat had not been anywhere other than Fallen Leaf Lake.

Mr. Sweet confirmed that this was correct although Zanetell did not get his boat sealed after removal from the previous season which is why it would have required a new inspection.

Ms. Aldean assumes even then that he would not have required a decontamination and wonders about his misconception that using hot water would damage the hull or engine of a boat.

Dennis Zabaglo, TRPA AIS Program Manager, responded that hot water has been used in decontaminations since the program's inception in 2008. TRPA works closely with the boat industry to determine appropriate temperatures for the water to protect boats but also protect the Lake. 120-140 degrees Fahrenheit is appropriate to kill any AIS of concern and is determined safe for boats per industry standards based on lifetime tests on pumps and other components.

Ms. Aldean states then that if this is a legitimate concern of the public that this information be included in literature.

Mr. Zabaglo agrees and stated that any damage that has occurred to boats during inspections was not due to water temperature but rather due to neglect of maintenance by the boat owner(s) and that these instances are very rare regardless.

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Ms. Zanetell states this was the first time she was aware that Mr. Zanetell was concerned about any damage from the hot water since they used their boat to train the Fallen Leaf Marina staff on how to do these inspections. He's not anti-cleaning boats.

Public Comment

None.

Ms. Gustafson moved to approve the Settlement Statement as proposed in Attachment A.

Ayes: Ms. Aldean, Ms. Williamson, Ms. Faustinos, Ms. Gustafson, and Mr. Rice.

Nays: None.

Motion carried.

IV. RECOMMENDATION REGARDING RESOLUTION OF ENFORCEMENT ACTION: ANDREW AND KATIE GRAY; UNAUTHORIZED WATERCRAFT LAUNCHING, 1141 FALLEN LEAF ROAD, EL DORADO COUNTY, CA ASSESSOR'S PARCEL NUMBER 021-251-014, TRPA FILE NO. CODE2023-0027

The presentation for item no. 3 also addressed this item. The staff recommendation for the Grays is to pay a \$4,000 penalty to TRPA and to block off the unauthorized launch area.

Lew Feldman spoke on behalf of the Grays. They are well-intentioned folks who didn't know better and hadn't taken their boat anywhere else so ultimately did not threaten Fallen Leaf Lake. They are in support of the Settlement Agreement.

Committee Member Questions & Comments

Ms. Aldean states that there's a reference to the launching of watercraft with the creation of a launching area on the Gray property requires TRPA review but she's unclear if there's anything in the Settlement Agreement itself that requires the blocking off of the launching area. Should that be included, or is it sufficient to simply include it in this action by the Legal Committee?

John Marshall directed Ms. Aldean to page 59 of the packet, item 2 which states that the Grays shall block off launching access on their property as part of the Settlement Agreement. Ms. Aldean was satisfied and apologized for overlooking that item.

Public Comment

None.

Ms. Aldean moved to approve the Settlement Statement as proposed in Attachment A.

Ayes: Ms. Aldean, Ms. Williamson, Ms. Faustinos, Ms. Gustafson, and Mr. Rice.

Nays: None.

Motion carried.

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- V. RECOMMENDATION REGARDING RESOLUTION OF ENFORCEMENT ACTION: NATALIE BUCCINI, THOMAS PEABODY, AND JACOB BUCCINI; UNAUTHORIZED TREE REMOVAL, 1540 CHERRY HILLS, EL DORADO COUNTY, CA ASSESSOR'S PARCEL NUMBER 033-292-011, TRPA FILE NO. CODE2022-0092

TRPA Code Compliance Manager Steve Sweet presented this item to the Legal Committee. This violation involves unauthorized tree removal of six trees on a single-family dwelling construction project.

The violations occurred on the Buccini/Peabody Property located at 1540 Cherry Hills, El Dorado County, Ca.

In October 2022 TRPA staff responded to a complaint of unauthorized tree cutting at the Buccini/Peabody Property.

During this inspection, TRPA staff discovered that several trees larger than 14 inches DBH had been removed that were not authorized on the approved plans.

After further investigation and discussion with the El Dorado County Building Department and the Settling Parties, TRPA staff determined that El Dorado County gave clear direction at the time of pre-grade and that six trees between the sizes of 15-26 inches DBH were removed without any authorization from TRPA or El Dorado County.

Mr. Sweet showed the Legal Committee an image of the site plan that Jacob Buccini was using when TRPA staff inspected the complaint. On the plans, none of the trees were marked for removal by TRPA. The black Xs, TRPA Staff assumes Mr. Buccini added himself. The site plans in TRPA's files do not have these Xs. There seemed to be confusion on the plans that the symbol that denotes "tree" on the plans showed an X and that it should be removed. TRPA staff disagrees that the site plan indicated removal of any trees. When trees are designated for removal, there is a large X across the tree symbol.

TRPA staff feels that El Dorado County was very clear regarding which trees were to be removed. The county inspector allowed all the trees within the footprint of the house to be removed, but told them that any other trees outside of that besides 2 trees in the front would need to be permitted by TRPA. TRPA typically not mark all those trees around the outside of the property through the permitting of a single-family dwelling; those would typically be removed only with approval by our Forester.

The removal of these six trees occurred in violation of TRPA Code Section 61.1.5: Requiring TRPA approval for removal of all trees greater than 14 inches DBH; and TRPA Code Section 2.3.2.M: The tree removal is a non-exempt project and must be reviewed by TRPA.

The Settling Parties have taken full responsibility for the unauthorized activities and have agreed to a settlement where they will plant six mature 10-15 foot native conifers in TRPA approved locations and pay a penalty of \$24,000 to TRPA.

Staff is recommending that the Governing Board approve the proposed settlement agreement.

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Committee Member Questions & Comments

Ms. Aldean asks that in the Settlement Agreement under paragraph two it says a tree permit will be required for the removal of any of the 6 replacement trees, no matter the size of the trees or it's condition. So, if the tree is dead, TRPA still wants the right to inspect the tree, to confirm that it's no longer viable?

Mr. Sweet confirms this is true because if the replacement trees die within 5 years of the Settlement Agreement, they need to be replaced again. He stated it explicitly in the Settlement Agreement because there has been past confusion if the property changes hands. Mr. Sweet wants to ensure that they're protected until they're 14 inches dbh.

Ms. Aldean suggests adding that a TRPA inspection is required no matter the condition of the tree so that even if it dies when it's over 14 inches within a certain time, it doesn't get removed without TRPA approval. She understands that this agreement is already signed so this is a suggestion going forward.

Ms. Aldean states that what's curious about this is that any extra the trees that were removed a all. This is not a lakefront property, it doesn't appear to be interfering with any view corridor it's not interfering with the development of the house or the development of any of the improvements. It's odd those trees would have been removed because there was no logical reason for them to be taken down.

Mr. Sweet stated his agreement. Mr. Marshall added that there's sometimes motivation to gain sunlight but we don't actually know the motivation for the tree cutting in this case.

Natalie Buccini addressed the question of motivation and stated that there was confusion after the pre-grade one was completed. Jacob was there with the inspector Chris and Jacob had marked all the trees that he thought were to be removed according to the plans from the El Dorado County. The approved set of plans, however, did not contain a tree page the way that they were supposed to for him to better designate which trees were to be removed.

It was never clarified why the tree page was not included for Jacob, but he was going with the approved set of plans and trying to determine which trees were marked for removal, and in doing so he put a ribbon around each of the trees and at the pre-grade one inspection with Chris, they walked the property together, they called the architect, and it was Jacob's understanding that the trees he marked were approved to be removed.

The trees that were removed where removed more out of a concern to protect the space around the house not necessarily just the footprint, but where there would be decks that go out from that footprint and the property right next door to the Buccini/Peabody property is heavily treed, and we were worried about the fires and things like that.

Ms. Gustafson wonders if TRPA considers the size of the root ball for replacement trees rather than just the height. If there isn't a certain size root ball, it's less likely to survive regardless of the height. Mr. Marshall states that generally TRPA uses height but that staff can consider root ball size as well.

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Public Comment

None.

Ms. Gustafson moved to approve the Settlement Statement as proposed in Attachment A.

Ayes: Ms. Aldean, Ms. Williamson, Ms. Faustinos, Ms. Gustafson, and Mr. Rice.

Nays: None.

Motion carried.

VI. CLOSED SESSION WITH COUNSEL TO DISCUSS EXISTING AND POTENTIAL LITIGATION

No closed session.

VII. POTENTIAL DIRECTION REGARDING AGENDA ITEM NO. 6

No direction.

VIII. COMMITTEE MEMBER COMMENTS

None.

IX. PUBLIC INTEREST COMMENTS

None.

X. ADJOURNMENT

Ms. Aldean moved to adjourn.

Meeting adjourned at 8:29 a.m.

Respectfully Submitted,



Katherine Huston
Paralegal

The Legal Committee Slides can be viewed at <https://www.trpa.gov/wp-content/uploads/TRPA-Legal-Committee-April-26-2023.pdf>

The above meeting was recorded in its entirety. Anyone wishing to listen to the recording may find it at <https://www.trpa.gov/meeting-materials/>. In addition, written documents submitted at the meeting are available for review. If you require assistance locating this information, please contact the TRPA at (775) 588-4547 or virtualmeetinghelp@trpa.gov.

TAHOE REGIONAL PLANNING AGENCY
OPERATIONS AND GOVERNANCE COMMITTEE

TRPA/Zoom Webinar

May 24, 2023

Meeting Minutes

CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Ms. Aldean called the meeting to order at 8:35 a.m.

Members present: Ms. Aldean, Mr. Di Chiara (for Mr. Aguilar), Ms. Diss, Mr. Hoenigman, Ms. Laine

I. APPROVAL OF AGENDA

Agenda approved.

II. APPROVAL OF MINUTES

Minutes approved.

III. Recommend approval of April Financials

TRPA Financial Director, Mr. Chris Keillor presented the item. Starting with an update on where things stand with the Nevada budget, Mr. Keillor said that the Nevada legislative session is still ongoing, but will close in less than two weeks. He said that the TRPA budgets are closed and just awaiting final approval. TRPA's request has been fully funded, which will bring us up to the full one third : two third ratio between the two states, especially since we will not be getting any additional monies from California. Our historic budget is intact in California, but there's no new adds at this time.

Looking at the financials, Mr. Keillor said we do have positive state and local balances, which is typical, because we get the state funding at the beginning of the year and spend it down during the course of the year. His one concern with monthly financials is that the planning fees have been running at an absolute high for a little over 3 years, but since January of this year they have tailed off. It's not panic mode, but it will factor into our projections for next year's budget. The other thing to keep in mind is there are some major projects floating around, and if some of those come in that may have a positive impact on planning revenues.

Mr. Keillor said the budget is pretty much on track. We are about where we should be on compensation. Contracts always lag behind due to the difficulty in getting invoices from universities etc. Eventually they bill us, even if we end up paying FY 23 bills in August/September.

Referring to mitigation funds, Mr. Keillor said they have brought in \$2.7 million in mitigation funds so far this year, and have dispersed \$3.5 million. The biggest chunk of that went to the Nevada Division of State Lands (NDSL) in excess coverage funds. So far, we have not dispersed any of the money approved for the California Tahoe Conservancy (CTC) Motel 6 acquisition project. That project is still in process, but closure is not expected for another couple of months, so the fund dispersal will likely slip into FY 2024. These numbers do hit our financial statements due to the GASB

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84 accounting change that made them revenue and expenses, but Mr. Keillor does not normally report them in our monthly financials.

Committee Comments/Questions

Ms. Diss offered congratulations to the team on the Nevada budget. She said that's a very big deal and she knows how hard everyone worked with the Governor's office to get that budget fully funded.

Public Comment

None.

Motion

Mr. Hoenigman made a motion to recommend the Governing Board approve the April Financials

Ayes: Ms. Aldean, Mr. Di Chiara (for Mr. Aguilar), Ms. Diss, Mr. Hoenigman, Ms. Laine

Motion carried.

IV. Recommend approval for Release of Placer County Water Quality (WQ) Mitigation Funds (\$500,000.00), for the Kings Beach Water Quality Improvement Project

TRPA EIP Executive Assistant, Tracy Campbell presented the item. Ms. Campbell said that this mitigation request was from El Dorado County. The request is for SEZ funds in the amount of a \$110,000 funds for the Meyers Stream Environment Zone/Erosion Control Project.

This is multi-phase project, spanning 15 plus years, and this final phase of the project is focused on the Lower Secline area, specifically Lower Secline and Upper Brockway Vista Avenue. The project will stabilize the shoulders, formalize parking, pave the roads, and install some water quality improvements to reduce some of that sediment heading to the lake.

The requested \$500,000.00 will join an \$800,000.00 grant from Forest Service. Permits for the project are all in place, planning is complete, and the project is ready to go. Ms. Campbell pointed out that TRPA had received one public comment letter from the North Tahoe Business Association (NTBA), requesting that the item be removed from consent for further discussion.

Greg Keaveney, Placer County Project Engineer was present to answer any questions.

Committee Questions/Comments

Ms. Aldean asked Mr. Keaveney if he could address some of the concerns contained in the communication received from the North Tahoe Business Association (NTBA) regarding the parking that is incorporated as one of the funded improvements in this project. Ms. Aldean said that based on her review of the letter, the NTBA indicates that there was a lack of public outreach, and are concerned that in an age of trying to minimize parking and encourage communities to be more pedestrian friendly, the paving incorporated into this project, and being funded with this money, is inconsistent with that objective.

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Mr. Keaveney said he was happy to say that Placer County have conducted extensive public involvement for this project, dating back to the pre-planning days of Kings Beach. He added that this project spun out of the bigger Kings Beach Water Quality Improvement Project. Mr. Keaveney said the most recent public meeting was held in December 2023, and that numerous design revisions had been incorporated, based on public involvement with both the public who resided on these streets, and groups such as the one that wrote this letter. Mr. Keaveney said they feel they have done due diligence in public outreach, and have spent substantial public funds in achieving this design, which went out to bid for construction last year. Subsequently, Placer County re-met with these agencies and individuals and have come to what they feel is a compromise for everyone involved.

Ms. Aldean asked Mr. Keaveney if, in his opinion, this project meets the spirit of and the letter of the Tahoe Basin Area Plan (TBAP), and other applicable codes. Mr. Keaveney said yes, the Tahoe Basin Area Plan is met through this endeavor.

Public Comment

Ms. Cindy Gustafson said that Placer County Tahoe Operations Manager, Stephanie Holloway, was planning to join the Governing Board meeting and was prepared to address the parking management strategies and other approaches that will deal with some of the concerns expressed in the letter. Ms. Gustafson suggested that the committee may want to table this item and take it to the Governing Board for a more thorough discussion.

Ms. Alyssa Reilly, Executive Director of the North Tahoe Business Association said she wanted to follow up on the letter submitted yesterday from the NTBA Economic Vitality Committee, and ask that this item be removed from the consent calendar for further discussion, due to the fact that this project includes elements beyond just water quality, that require further design consideration and alignment with the Tahoe Basin Area Plan.

Ms. Reilly said they ask that TRPA enact conditions on the water quality funding and the EIP permit, that address the following: to ensure consistency with requirements for parking facilities or parallel parking per the Tahoe Basin Area Plan, shift the alignment of paving along Brockway Vista Avenue as far south as possible. This allows for the boardwalk to front commercial properties to the north and shift activity away from residential, and allows for 13 to 15 feet of appropriate width for the future shared use path success. A northern boardwalk benefits not only from solar exposure, but allows greater year-round multimodal use. And then require a comprehensive operations and maintenance plan with clear responsibilities.

Committee Questions/Comments

In view of Chair Gustafson's comments, Ms. Aldean recommended that the committee deferred action on this item in favor of further discussion and action from the TRPA Governing Board.

Action on this item was deferred to the Governing Board meeting.

V. Quarterly Treasurer's Report

TRPA Financial Director, Mr. Chris Keillor presented the item. Mr. Keillor said he had included a more detailed Treasurer's Report in the Governing Board packet. He said the interesting thing going on is

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that the market is restoring confidence in the banks, as measured by the value of bank stocks going up, while at the same time deposits are declining. He said that people are removing their capital, and he thinks the reason is that with interest rates increasing, it pays to be sharper with money management. In the days when you were only getting 10 or 20 points return on a money market fund, it didn't make a lot of sense to move money back and forth between bank accounts and money market funds. Now that you're seeing interest rates in the 4.5 percent ratio, why leave your money in a low paying bank savings account, when you can get into something that will make a lot more money. Ms. Aldean added that small depositors are also trying to get below that \$250,000.00 insured mark. Mr. Keillor said the biggest banks are the big winners. For example, Chase Bank picked up \$10-20 billion worth of deposits, while people are leaving the more mid-sized, community banks.

Mr. Keillor said their concern in terms of our investments is that they do have a fair amount of money, around \$600,000.00 with Toronto-Dominion Bank, which he never thought as being a part of this, but apparently it's the most shorted bank in North America at this point. The short is still only about 5% of their outstanding capital. Mr. Keillor said it's strange, but he is not worried. As far as the overall treasury report, everything is within treasury policy.

Referring to the ratings chart, Mr. Keillor said he had been using the S&P rating scale, but S&P does not rate government treasuries. The Principle Group, where we have our investments, is slow to put in ratings for all their investments. Mr. Keillor said he has Moody's ratings for almost everything, but only has S&P ratings for about half the pool. So he switched to just using the Moody's ratings. Moody's rate treasuries, and every treasury is AAA. Mr. Keillor added that treasuries are the academic definition of lower risk, but said that the rest of the TRPA investments are also good.

Ms. Aldean said that she, Mr. Marshall, and Mr. Keillor had discussed the securities that TRPA holds for third parties, and whether or not TRPA should institute some sort of hold harmless provision when we accept these securities, because those monies are invested, but we cannot guarantee their safety, especially during turbulent times in the market. She asked Mr. Keillor if they had explored ways to address that concern. Mr. Keillor said that most of that money is either in mitigation funds or securities. He said that TRPA routinely report the mitigation fund balances to the end recipients, and only pay out what is there. So if we 'took a bath' on mitigation funds, that would reduce funding available to the jurisdictions and land banks. For securities, that is a firm commitment. If we receive a \$5,000 security we would have to eat any loss and return \$5,000, he does not see any way out of that. Ms. Aldean questioned if there was a way to hold the agency harmless for things beyond its control with respect to the loss of those securities. Mr. Keillor said he and Mr. Marshall will explore further, but he thinks the answer is no and that we are required to pay 100% of the security. Mr. Keillor added that they still have some very old securities that they're actually paying interest on. He said at some point he would like to bring that to the committee for a suggestion that they at least stop accruing additional interest earnings on those securities, if not eliminate the interest altogether. Mr. Keillor said they stopped paying interest in 2004/5 so it's only the oldest of securities that they're still paying interest on, and these are securities they have the hardest time releasing. Ms. Aldean said that in the past these securities have been forfeited – the related project was never completed, the owner of those securities can't be located, and there is a process to determine whether or not we should 'abandon' those securities. Mr. Keillor agreed and said they are continuing to work on that process.

Committee Comments/Questions

Mr. Hoenigman said his company had a problem with something being over the insured amount, and so they split it between entities to get each one under the limit. He asked Mr. Keillor if there was any way to do that, especially since the Canadians are only insured up to \$100,000.00, so that's a lot of money at risk. Mr. Keillor said that the problem we have is that every other week we do an accounts payable run, and then in between we do a payroll run. The payroll run is between \$500,000 - \$600,000. The accounts payable run can be as low as \$400,000 or as high as \$900,000. He said that administratively, it would be pretty difficult to break that up into different banks, so

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from a process standpoint he does really not want to do that. He added that those accounts are with Wells Fargo, which seems to be one of the stronger banks right now.

Mr. Keillor said Chase Bank would like that business, and Chase are currently the number one bank with around 13% of all bank deposits. Ms. Aldean said the problem is that when depositors transfer their money from their existing bank to Chase, it just weakens the bank that is losing those deposits. She added that in her opinion, they have had a good, long-term, stable relationship with Wells Fargo. Mr. Keillor agreed but said they would look at Chase to make sure they have the best deal.

In response to Mr. Hoenigman, Mr. Keillor said they had looked to at least get those balances below one million dollars. He said they use a LAIF Fund (California Treasures Fund for Local Area Investment Funds) for cash management. When we get the big influx of cash from the states at the beginning of the year, they immediately transfer that into LAIF, which effectively operates as a giant money market fund. It is huge because it's collecting all this money from all the municipalities and departments in the state of California. It's not insured but it is very secure. Ms. Aldean said it sounds to her that Mr. Keillor has things well in hand and the agency are doing what is prudent.

Committee Comments/Questions

None.

Public Comment

None.

This item was informational only.

VI. Briefing on Fiscal Year 2023/2024 Annual Budget

TRPA Financial Director, Mr. Chris Keillor presented the item. He said he was not yet in a position to talk about the overall scope of the budget since they are still building that out and finishing up the work plan.

In terms of key assumptions, Mr. Keillor said that the Nevada budget is pretty much dialed in, and they are just waiting on legislative action when the Governor signs off on the budget. As for the California budget, the May revise is the same as the original February budget, and they have not touched the special funds, which is where California's TRPA funding comes from. Specifically, the TRPA money comes from the Environmental License Plate Fund, and from the Harbors and Watercraft Revolving Fund. He said those funds were healthy, and that efforts are underway to make them even more healthy. So he is reasonably confident that the California contribution is pretty well bedded in.

Mr. Keillor said he is assuming about a 10% increase in medical insurance premiums to kick in when plans are renewed on January 1, 2024. Last year the increase was only 7%. For the other insurance lines (dental and vision), he has assumed a 6% inflation increase, but we won't know exact numbers until those plans are renewed in October 2023.

Shoreline fees are fairly straightforward since we know what the existing buoys are, and people are going pay their \$43. The question mark is on new buoys, so they've made some assumptions that do not suppose a full take-up and available permits this, because last year they did not get permit requests for all the available buoys and did not have to have a lottery. That money just goes to running the actual program – running the software, and paying for enforcement and outreach activities. Mr. Keillor said outreach has been ongoing, and enforcement will start to pick up.

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Ms. Aldean asked if all the buoys that were illegally placed off of publicly owned property have been removed. Mr. Keillor said that last year's initiative was to remove those illegally placed buoys. TRPA Executive Director, Ms. Regan said she could not say that all those buoys have been removed, but huge progress has been made.

Mr. Keillor added that the shoreline mitigation fee is a separate fee, and since they don't have any projects currently scheduled to consume that money, it will go under the bank for mitigation fees. When a new buoy or new pier application is made, that activity is a planning activity and not a shoreline activity. So those revenues go to the planning fund and some estimates were made around that.

In building the budget for the planning department, Mr. Keillor said he looked at it from a couple of different angles. He looks to the five-year average as an indicator, and that has been growing dramatically for the last few years. He then takes the current year to date, and extrapolates out for a rough number. Using that number he applied an annual inflation escalation of 6.2%, and then made some adjustments for things like the shoreline forecast, because we are expecting a lot of new permits and applications for the shoreline. Mr. Keillor said it looks like some of the added revenue from shoreline, is going to offset some of the decline in the base planning fees. So we may still wind up with a planning fee forecast that's little higher next year than this year, but with a different mix traditional planning and new buoy/pier activities.

Mr. Keillor said that he normally likes to show the committee all the major contracts, typically contracts over \$50,000. This year, the cut off is \$250,000. Mr. Keillor said there are 14 proposed contracts at + \$250,000, and only four of those are with private entities. This really illustrates the collaborative nature of what we're doing and how we're doing it, because the other ten contracts are all going partner agencies in the basin. Mr. Keillor emphasized that this impressive amount of funding represents the many years of Ms. Regan's work in pushing LTRA through congress to get it funded as well as authorized.

Ms. Regan said this also emphasizes TRPA's expertise in finance, to be the fiscal agent for so many of the important programs that are funded through Congress. Over the last 20 years, we've developed this track record of being able to deploy capital from either the federal government, state government, or partners, to efficiently get that money into restoration projects. The team led by Chris Keillor and Kathy Salisbury does an amazing job, with extremely complicated deliverables and requirements. Ms. Regan said she thinks it's really a testament to the role that we play in the compact, to have that collaborative framework in the basin. Ms. Aldean said the agency has tremendous credibility, and that's certainly a tribute to the hard work of staff.

Mr. Keillor added that TRPA have prepared for this by adding staff to make sure they can manage these contracts. He is a little concerned about the ability of the receivers to spend the money, so they may want to decrease some of these a little bit. Ms. Aldean asked what the extent TRPA's involvement is in monitoring the progress of these projects, to ensure that they are not lagging behind. Mr. Keillor replied it was standard contract project management. Ms. Aldean asked if contractors were not submitting invoices for reimbursement, would that be a red flag that prompts a conversation about timeliness in getting work completed.

TRPA Deputy Director, Ms. Kim Chevallier said all of these projects are Environmental Improvement Program (EIP) partners, and these are projects that have been vetted through committees, and are already in implementation. She believes that all of these project partners will be able to spend this money. Some of these projects that have been waiting in the wings for a while. The funds from LTBMU and LTRA are really going to help advance EIP work over the next couple of years. Ms. Chevallier added that they are always looking to improve capacity, but as far as managing the contracts, we have staff within the EIP department that are working with each of these project managers to ensure the invoices are coming, and that the work is happening. Ms. Aldean said she appreciated that oversight in ensuring that everything is going to plan.

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Public Comment

None.

VII. Upcoming Topics

Mr. Keillor said they will be bringing the FY 2024 budget to the next meeting in June. It is also time to start the annual audit so there may be some communications to the committee, as members of the audit committee of the agency. The final audit will be conducted in October, and staff are scheduled to present the final audited financial statements for acceptance in December 2024.

Mr. Keillor said about half of the \$500,000.00 bond money for building maintenance has been expended. He anticipates they will probably spend another \$50,000 on the parking lot overlay, but the open item is the retaining wall. When they first started this project, they thought it would be about \$150,000 to restack the boulders, but the contractor reported that some of the boulders need replacement, and it became a \$250,000 project. Douglas County also informed that an Engineering study is required, and that we can only stack boulders up to a height of 8 feet. The portion of the retaining wall we're most concerned about is where it intersects with the building, and that's around 16-20 feet. So now we have a whole different project on our hands. We did an RFP and got one proposal for \$800,000.00, so we are going to have to revisit and come up with a new plan.

Ms. Aldean said we have gabion walls along the highways, and those rocks are stacked higher than 8 feet. She knows it won't be terribly attractive, but they might be able to cover the metal with vegetation of some sort. She suggested that if they were good enough for eroding banks along the highway, they would be good enough to stabilize the retaining wall. Mr. Keillor said the RFP was not for the work, but for an engineer to design and work with a contractor. The cheapest idea they've come up with so far was to drive rebar into the slope, put in wire, and then spray concrete over the top for stabilization. Ms. Aldean asked if they could stabilize with vegetation, but Mr. Keillor replied that the slope is too steep. He added that one of the engineers wants to build a real retaining wall, but that would require a that has a slope which would then eat into the parking spaces on the upper parking lot. The other problem is that the cost would be north of one million dollars. Mr. Keillor said he would keep the committee apprised of any new developments.

Public Comment

None.

VIII. Committee Member Comments

None.

IX. Public Interest Comments

None.

X. ADJOURNMENT

Ms. Laine made a motion to adjourn.

Ayes: [All]

Chair Ms. Aldean adjourned the meeting at 9:26 a.m.

Respectfully Submitted,

Tracy Campbell

Tracy Campbell
Executive Assistant

The above meeting was recorded in its entirety. Anyone wishing to listen to the recording of the above mentioned meeting may find it at <https://www.trpa.gov/meeting-materials/>. In addition, written documents submitted at the meeting are available for review. If you require assistance locating this information, please contact the TRPA at (775) 588-4547 or virtualmeetinghelp@trpa.gov.

TAHOE REGIONAL PLANNING AGENCY
OPERATIONS AND GOVERNANCE COMMITTEE

TRPA/Zoom Webinar

June 28, 2023

Meeting Minutes

CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Ms. Aldean called the meeting to order at 8:15 a.m.

Members present: Ms. Aldean, Mr. Di Chiara (for Mr. Aguilar), Mr. Hoenigman, Ms. Laine

I. APPROVAL OF AGENDA

Agenda approved.

II. APPROVAL OF MINUTES

May 24, 2023 Minutes will be in the July 26, 2023 Governing Board packet.

III. [RECOMMEND APPROVAL OF MAY FINANCIALS](#)

TRPA Financial Director, Mr. Chris Keillor presented the item. Mr. Keillor said that they are now getting towards the end of the year now with eleven out of twelve months in the bag. He said that looking ahead, he estimates that labor costs will underrun by about \$100,000.00 for the year, so there will be a little bit of a surplus. Contracts are harder to track because so many of them get billed late, and they'll be paying invoices on contracts through August, maybe into September. Mr. Keillor highlighted one red flag on the revenue side, which is that they normally budget for about a hundred \$150,000.00 a year in settlements, and that bounces up and down from year to year. While that is good for an overall average, this happens to be a year where they haven't had very many.

Mr. Keillor said about half of the \$500,000.00 worth of bond money for building maintenance has been spent. The two remaining items that will consume the balance are parking lot overlay and restriping, and the retaining wall up front. The parking lot work is ready for contract, but they are still working with contractors on the retaining wall, and hoping to get that back to a reasonable number. That work will require an Engineering study and a Douglas County permit, and Mr. Keillor is beginning to think the work may not be completed this year.

Mr. Keillor advised that planning fees have been low over the last four-five months, but they're seeing trends going the other way with more pre-application work underway. He said that while they will miss that budget number for this year, he is more optimistic about next year.

Mr. Keillor said that the cash flow trend was typical, with an influx of state monies at the beginning of the year followed by a spend down towards the end of the year. Right now on a year-to-date basis they are positive \$600,000.00, but cash flow will probably be negative by the end of the year. That's mainly due to disbursement of the Excess Coverage money to Nevada Division of State Lands, which was money in the bank and therefore not an operational issue.

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Committee Comments/Questions

Ms. Aldean said she considered it a success for TRPA that settlement revenues are down, because people are complying with the rules. She wondered if settlement revenues should even be included in the budget, or whether they should be treated as something that's serendipitous. Mr. Keillor said this was unusually low and they have been using that money to ensure a balanced budget. He added that they do have some reserves, so if they run low it's not at the end of the world.

Mr. Settemeyer asked what percentage of the TRPA budget compiles from settlements, and what percentage compiles from fines. Mr. Keillor said he couldn't provide an exact answer because they distinguish between two things. A settlement would follow the process through to the Governing Board, but oftentimes an agreement will be reached with the applicant offline. When that happens they assess a double planning fee, and that appears in a different part of the budget. Mr. Keillor said that overall the standard estimate for settlements for the year is \$150,000.00, and the TRPA total budget for this year is 19 million dollars.

Mr. Hoenigman said with the permits down this year compared to past years, he noticed in a Tahoe in Depth article showing the length of time permits have been open, that 17% have been open more than 120 days. He asked why they were over 120 days and if they were able to catch up on things during the slower period. Mr. Keillor advised that permits weren't necessarily down, they were still high the first six months of the year, and are down relatively over the last five months. He added that he was under the impression that the Permitting and Compliance department had hit their 30/120 marker, but he doesn't know if the Tahoe in Depth information includes those permits that are in a state of suspension.

TRPA Executive Director, Julie Regan added that they believe the weather had a huge effect on revenues, due to the excessive winter. She said they have lived through this many times in big winters and it does catch up. For the longer permit times, she said that those are typically for more complicated projects, such as shoreline projects, and said that more staff have been added to shoreline project review. She said they have been catching up on that, and making a lot of great progress. Ms. Regan said there probably are some complicated ones, and part of the additional restructuring over the last couple of months pulled more resources into the Permitting and Compliance team. For example, Jen Self moved from Long Range Planning to Permitting and Compliance to address some of those languishing permits. Ms. Regan said staff will tease out the particulars and get back to the Board.

Ms. Aldean thanked staff for providing the information, and noted there was one outlier in the report of projects that are over 120 days. That one is a residential dwelling unit, whereas all the others are shoreline related which is not unexpected. She asked if John Hester could provide more details on that project.

Public Comment

None.

Motion

Ms. Laine made a motion to recommend the Governing Board approve the May Financials

Ayes: Ms. Aldean, Mr. Di Chiara (for Mr. Aguilar), Mr. Hoenigman, Ms. Laine

Motion carried.

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IV. [Recommend approval for Release of City of South Lake Tahoe O&M Mitigation Funds \(\\$25,000\) for the League to Save Lake Tahoe Microplastics Beach Clean Up Project](#)

TRPA EIP Executive Assistant, Tracy Campbell presented the item. Ms. Campbell advised that the City of South Lake Tahoe were requesting approval of the release of \$25,000 in Operations and Maintenance (O&M) mitigation funds towards the Microplastic Beach Clean Up Project. The project proposes the use of innovative technology, the Eco-clean Bot, otherwise known as the BEBOT Beachcomber, to safely remove microplastics and other trash from Lake Tahoe beaches. In this case it will be beaches within the City of South Lake Tahoe.

The City will be working in partnership with the League to Save Lake Tahoe who are providing the matching funds. O&M funds do require one-to-one local match. The League have also been working closely with the BEBOT team, and worked together on some extensive testing and piloting last year which proved to be very effective.

Senior Policy Analyst with the League to Save Lake Tahoe, Laura Patten was available for questions.

Committee Questions/Comments

Ms. Aldean said she had seen video of the operation of the BEBOT which she found interesting. She asked Mr. Keillor if there was any administrative problem by releasing these funds directly to the league as opposed to The City of South Lake Tahoe. Mr. Keillor said that as long as the City is specifically directing TRPA to release the funds to the League there isn't a problem.

Ms. Aldean thanked the League to Save Lake Tahoe for stepping up and providing the matching funding necessary to finance the use of the BEBOT. For the purpose of disclosure, Ms. Aldean said that she had participated in a recent zoom meeting recently with members of the League Board, during which the use of this technology was discussed.

Mr. Di Chiara asked if any post clean-up data, regarding what is found and picked up, would be distributed to the TRPA Governing Board. He said he knows that there is legislation around microplastics in Nevada that has not moved forward, but he imagines that data points would be very useful as they look at dealing with this issue. Ms. Aldean agreed this would be helpful and asked Ms. Patten if a report could be submitted at the end of the season. Ms. Patten said that the League will be compiling all of the data and a report will be made available. She said they have created a [story map](#) from all of the 2022 data.

Ms. Aldean asked which beaches the BEBOT would be used on. Ms. Patten said they have not yet determined the location. They wanted to ensure approval first, with the intention they would coordinate for the fifth of July clean-up, and a person versus robot clean-up.

Mr. Hoenigman asked if the ultimate goal was to figure out if this works, and then expand it around the Lake. Ms. Aldean said that depends to a certain extent on funding - \$50,000 is being allocated to a single beach clean-up this season. She asked Ms. Patten if it was possible that more than one beach would be included in the program this year. Ms. Patten said this particular ask is intended to clean up the beach in the near term, and then do an end of season clean up of a whole beach. Ms. Patten said that last year they collected a lot of data from utilizing the machine on smaller parcels, and found that up to 10 times the amount of litter items was removed by BEBOT versus human clean-ups, because it goes four inches under the sand. She added that the idea is to have this technology utilized on different beaches, collect that data, and hopefully be able to deploy in other areas in the future – but Ms. Aldean is correct that it will be funding contingent.

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Public Comment

None.

Motion

Mr. Hoenigman made a motion to recommend the Governing Board approve the release, subject to the conditions contained in the memorandum.

Ayes: Ms. Aldean, Mr. Di Chiara (for Mr. Aguilar), Mr. Hoenigman, Ms. Laine

Motion passed.

V. [Briefing on Fiscal Year 2023/2024 Annual Budget](#)

TRPA Financial Director, Mr. Chris Keillor presented the item. Mr. Keillor said this is normally the month they would bring the budgets, but since they are still working on some final details they will bring the full briefing next month. That said, they are pretty far along, and he wanted to show the committee where they are, and get the initial conversations underway. He said while these are rough numbers, it's a pretty good representation, and if anything the grant numbers may increase.

Mr. Keillor said the main thing to call your attention to is that the current year budget is for 19 million dollars, whereas the budget for next year represents a substantial increase, with 27 million dollars. Mr. Keillor said that when he joined the agency 12 years ago, budgets were around 12 to 13 million dollars. He said that the biggest impacts are the Lake Tahoe Restoration Act (LTRA) grants, and the agreement with the Forest Service Lake Tahoe Basin Management Unit for about 5 million dollars a year in grants. He added that there is also a substantial increase in funding from the State of Nevada, who are back up to the two thirds-one third share, and with some of the special allotments, they may slightly exceed that because of the issues in California. Mr. Keillor say he heard late last night that California has reached a deal on the budget. The numbers he saw were only for the general fund so he will have to wait to see the TRPA portion, which is in special funds.

Referring to slide no. 11, Mr. Keillor said he had broken the general fund out into two pieces. The top piece is what they want to be balance at a zero balance, but there are some other items in there that would cause them to show a negative in terms of revenues versus expenses, but they really aren't a negative operationally. The first one is the Shoreline Fund, which still has some reserves dating back to the original Shoreline Program in 2007. So the fact that expenses will slightly exceed the revenue on the Shoreline Fund isn't a big deal since they will spend down those reserves. He added that it does not make sense to move money from the General Fund over to the Shoreline Fund when they have a reserve. Mr. Keillor said that now they are through permitting most of the existing buoys and piers they will now look to spend more effort on enforcement, and that is reflected in the budget.

Mr. Keillor said the other thing shown is the bond money that he referenced earlier. They started out with \$500,000.00 and basically spent \$250,000.00. The remaining \$250,000.00 will show as a deficit on our financial statements, but it's not really a deficit. Mr. Keillor said that the Tahoe Science Advisory Council (TSAC) is balanced because they work like a grant and TRPA are reimbursed for all those costs. On the grant side, Mr. Keillor said the big increases are in AIS and EIP.

Mr. Keillor said they are about 90% there in terms of getting the budget together, and are just working out the final details. He said the budget does fund the Work Plan, and both items will come to the Governing Board next month.

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Mr. Keillor added that under Ms. Regans' leadership there is a little bit more focus on making sure that they're working on staff retention and doing right by the staff.

Referring to some key revenue assumptions (slide 13), Mr. Keillor said that state funding is basically all known at this point. The only outlier on the California budget is that they were told that they will have an opportunity to go back this fall to ask for more money for staff salary increases. This got pushed from the regular budget because their deficit against the general fund was so enormous, they just didn't have time to talk to anybody about anything else. So they shut down any efforts to talk about the Environmental License Plate fund. Mr. Keillor said he is not expecting much from California, and not as much as they got from Nevada, because California just isn't giving the same raises.

Ms. Aldean asked Mr. Keillor if, in view of the financial situation in California, did he think it likely that these special funds could be rated. Mr. Keillor replied that if they have an agreement on the general fund, then he thinks the answer is no, they won't be rated. Mr. Keillor added that the strategy this year was to stay below the radar and out of the line of site, and he feels confident that it worked.

Mr. Keillor said that the other key assumption on the planning side is that there will be a surge from shoreline permits. That's a planning action so it goes into planning funds. He advised that the lottery takes place every other year, and this is a lottery year, so they are expecting to see a substantial number of applications for piers and buoys, to the tune of + \$300,000.00.

Mr. Keillor said they did include inflation adjustment as they do every year. 6.4% was the inflation number when they started the budget process a couple of years ago. They will revisit that, and come back, probably in October, when they review the inflation adjustments for planning fees. They are thinking about moving that up, and maybe that can be combined with the overall budget approval process.

Finally, they are seeing a lot of activity on some major projects, which makes him more confident about higher planning fees. Homewood, with or without a master plan revision, will be filing applications for the individual components of their project. They are also seeing signs of life in other areas such as Cal Neva, and the Boatworks, so some major projects are in sight. As he indicated earlier, Mr. Keillor said they are also seeing positive indicators with pre-permitting activity. So those are the two slightly aggressive assumptions, but he thinks they are reasonable. Ms. Aldean said they can always make a course correction if they have to.

On the expenditure side, Mr. Keillor said they are proposing a 5% salary increase for staff. This increase will not be spread evenly, but will be based on a combination of factors including performance, and where people are paid within their salary ranges. He said there are new positions in this budget. Mr. Keillor said that for several years the Legal Committee has been berating them for getting by with only one lawyer, so they are now looking to add another attorney.

Mr. Keillor said that the front door is unlocked, but that has not been widely publicized. They plan to make that announcement and will need a receptionist to handle that traffic. He said they will also be adding two planners, both of which will be in the Long-Range planning area. One will be covered by a grant, and the other will be backfill for time that current staff will be spending on the grant.

Ms. Regan offered some more context on the new positions. Referring to her one-on-one conversations with every staff member, she will be compiling that feedback as part of the presentation for the work plan and budget next month. Her overall assessment in working with the executive team and the operations group is that we are understaffed. When she started working at TRPA, we had a headcount of around 90 employees, increasing to 100 with seasonal employees in some years. During the great recession, we cut a lot of staff, and we've never really right-sized the workforce for the volume of work that we have. She said we didn't really cut out any work, we've grown in the demands. The compact gives us a lot of responsibility. Ms. Regan added that they could

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easily include new compliance officers and additional staff on the administrative side, but because they didn't really get enough new revenue to cover those additions, they are prioritizing these four new positions. She said the attorney position is something they've talked about for years, and that's really necessary. She said they also intend to launch a new public service program – the front lobby is currently being staffed by a temporary employee and they want to make that a permanent position. They will still utilize the online permitting that has been so successfully implemented. She added they have also formed a new customer service team as part of the organizational changes.

Ms. Regan said they will also soon be announcing an exciting new grant from the State of California that will support all the housing work that the board has directed us to do - to modernize our land use policies. That is going to require a lot more regional, long-range, thoughtful planning work.

Ms. Regan thanked the committee and the board for their flexibility in being able to bring this item forward. They really needed the extra time to work with individual teams to ensure that everyone is in alignment on the work plan, which informs the budget.

Committee Comments/Questions

Ms. Aldean said she thinks that Mr. Keillor always plans a relatively conservative budget. She added that it's better to not anticipate receiving revenues, and then be surprised by the uptick in revenues coming into the general fund, or special funds.

Public Comment

None.

VI. [Recommend approval to Delegate authority to Executive Director to enter into contracts prior to approving the Fiscal Year 2024 TRPA budget](#)

TRPA Financial Director, Mr. Chris Keillor presented the item. Mr. Keillor said the one downside to waiting to finalize the budget is that they don't have a budget for the beginning of the fiscal year. So this is an administrative manner to delegate to Ms. Regan the authority to go ahead and execute on the contracts that they need to execute on before the approval of the budget next month. The staff report proposes that Ms. Regan be delegated the authority to enter into contracts up to 10% of last year's budget. Mr. Keillor said he asked the department managers what they need between now and the beginning of July budget. What they came with is a total of about 3 million dollars, which is considerably more than that 10%. The chart on slide 18 shows the breakdown which illustrates that the bulk of these contracts are actually going to be written against grants or against existing funding sources. So of these 3 million dollars in contracts, only about \$650,000.00 is actually coming out of the general fund.

Mr. Keillor said he would like to propose that they modify the staff recommendation to say that Ms. Regan be authorized to approve contracts up to a total of 1 million dollars out of the general fund, plus any contract that is funded by outside sources.

Committee Comments/Questions

Mr. Di Chiara asked if that provision would be for all contracts moving forward, or just for this budget year. Mr. Keillor said it would basically just be for the next 30 days, we are not proposing to change policy. TRPA Attorney Mr. Marshall added that those contracts would usually be approved through the budget process. We are a month off, so we need authorization for Ms. Regan to enter into any contracts over the next 30 days while the budget is being finalized before presentation to the committee next month.

OPERATIONS AND GOVERNANCE COMMITTEE

June 28, 2023

Ms. Aldean said she is of the opinion that is better not to approve a budget unless they're confident that the budget is representative of the needs, and is consistent with agency policy. So it's better to delay approving the budget than to have to come back and modify it at a later date. She said she thinks this is an appropriate interim measure.

Public Comment

None

Committee Comments

Mr. Di Chiara made a motion to recommend the Governing Board authorize the Executive Director to approve contracts not to exceed a total of 1 million dollars out of General Fund, plus any grant funded contracts, prior to the adoption of the FY 2024 budget.

Ayes: Ms. Laine, Mr. Hoenigman, Mr. Di Chiara, Ms. Aldean

Motion passed.

VII. Upcoming Topics

Mr. Keillor said that the FY 2024 will be the core of next month's meeting. He said they are tentatively thinking about canceling the Operations and Governance Committee in August, to allow as much time as possible for the scheduled North Shore tour.

Mr. Keillor informed that they had their lead in meeting with the auditors on June 25, 2023 and should have a letter for the committee shortly. This is the letter that defines the scope of the audit in terms of what they're doing and how they're doing it. The plan is for them to do the interim work now, then return in October for the final audit work, and then target for a presentation of the audited financial statements in December 2023.

In September, Arlo Stockham will deliver a presentation on Planning Process Improvements to the Governing Board. Mr. Keillor said that will include a few fee changes where Mr. Stockham a substantial differential between the current fee and the amount of labor that goes into processing the application. Ms. Aldean wanted to distinguish that this is not just an inflation adjustment, its to bring the fees into alignment with the cost.

Mr. Keillor added that at some point they would also like to propose they start incrementing the mitigation fees as well as planning fees.

Committee Comments/Questions

Referring to the parking lot work and the retaining wall work, Ms. Aldean asked if they are anticipating being able to stay within the \$500,000.00 that is budgeted. Mr. Keillor said that the parking lot cost is coming in as expected but here is a question around the retaining wall. The current effort with the contractor is to squeeze their quote down to align with the available funds.

OPERATIONS AND GOVERNANCE COMMITTEE

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Public Comment

None.

VIII. Committee Member Comments

None.

IX. Public Interest Comments

None.

VIII. ADJOURNMENT

Mr. Hoenigman made a motion to adjourn.

Ayes: [All]

Chair Ms. Laine adjourned the meeting at 9:01 a.m.

Respectfully Submitted,

Tracy Campbell

Tracy Campbell
Executive Assistant

The above meeting was recorded in its entirety. Anyone wishing to listen to the recording of the above mentioned meeting may find it at <https://www.trpa.gov/meeting-materials/>. In addition, written documents submitted at the meeting are available for review. If you require assistance locating this information, please contact the TRPA at (775) 588-4547 or virtualmeetinghelp@trpa.gov.



STAFF REPORT

Date: July 19, 2023

To: TRPA Governing Board

From: TRPA Staff

Subject: New Multiple-Parcel/Multiple-Use Pier, 3230/3240/3250 Edgewater Drive, Placer County, California, Assessor's Parcel Numbers (APNs) 093-072-039/-040 & 093-094-001, TRPA File Number ERSP2022-0034

Summary and Staff Recommendation:

A new multiple-parcel/multiple-use pier is proposed to serve three littoral parcels located at 3230, 3240, and 3250 Edgewater Drive, Placer County, California. The proposed pier will extend 236 feet from the High Water Line elevation of 6,229.1, Lake Tahoe Datum, to approximately 72 feet past the TRPA pierhead line. The pier includes one 6,000-pound boatlift and one 3-foot by 30-foot catwalk located at the pierhead. The boatlift will be the result of the conversion of one legally existing buoy. The pierhead will be 15 feet wide. The pier will extend from an existing deck that covers the TCPUD lift station on the shoreline. The proposed pier complies with development and location standards for multiple-parcel piers serving three littoral parcels. Staff recommends that the Governing Board make the required findings and approve the proposed project.

Required Motions:

In order to approve the proposed project, the Board must make the following motions, based on the staff summary and evidence in the record:

- 1) A motion to approve the required findings, including a finding of no significant effect; and
- 2) A motion to approve the proposed project subject to the conditions in the draft permit (see Attachment B).

For the motions to pass, an affirmative vote of at least five members from the State of California and at least nine members of the Board is required.

Shoreline Review Committee:

TRPA facilitates monthly Shoreline Review Committee (SRC) meetings for agencies with permitting jurisdiction along the shoreline and within Lake Tahoe to coordinate the permitting of projects. The subject project was reviewed and discussed at SRC on June 15, 2023. As of the date of that meeting, none of the agencies with jurisdiction had received an application for the new pier.

Project Description/Background:

The project applicants received an allocation for a new multiple-parcel pier as a result of the multiple-parcel prioritization criteria (PREC2021-0857) during the 2021 new pier allocation distribution. The proposed pier will be constructed to multiple-use pier standards. The new multiple-parcel pier will serve

three littoral parcels located at 3230, 3240, and 3250 Edgewater Drive in Tahoe City, California. There is a single family dwelling on each of the three parcels. Existing shorezone development for the project area includes a total of four moorings:

APN 093-072-039: two mooring buoys
APN 093-072-040: two mooring buoys
APN 093-094-001: two mooring buoys

The pier complies with all development and location standards for a multiple-parcel pier serving three parcels. The proposed project is located within the Placer County Tahoe Basin Area Plan –Dollar Point subdistrict, where piers and buoys are allowed accessory structures in Shorezone Tolerance District 4.

Recognition of a Multiple-Parcel/Multiple-Use Pier:

New multiple-parcel piers are subject to the deed restriction requirements in TRPA code section 84.4.E which state “An additional multiple-parcel pier shall extinguish future pier development potential through deed restriction on all parcels served by the pier, including adjacent and non-adjacent parcels, with the exception of the littoral parcel on which the additional pier is permitted.” As a result of the project, the project area consisting of three parcels will be deed restricted to one pier. A multiple-use pier is defined as “A pier on a littoral parcel that serves three or more residential units on the same parcel, or that serves two or more primary residential littoral parcels, subject to a deed restriction providing access.” This pier is considered multiple-parcel for the purposes of obtaining a multiple-parcel pier allocation due to the retirement of future shorezone development potential, and is designed to multiple-use pier standards.

The Governing Board may find the pier will be a multiple-parcel/multiple-use pier as it results in both the reduction of shorezone development potential and serves two or more primary residential littoral parcels, subject to deed restriction provisions.

2018 Shoreline Plan:

The TRPA Governing Board adopted a new Shoreline Plan in October 2018, which went into effect in December 2018. New single-parcel and multiple-parcel/multiple-use piers are allowed as a part of that plan. A maximum of 128 piers will be distributed over the life of the plan, and every two years TRPA will distribute allocations for single-parcel and multiple-parcel piers. In 2021, TRPA awarded four allocations for new single-parcel piers and eight allocations for new multiple-parcel piers. The allocations for multiple-parcel piers were awarded based on codified prioritization criteria. The eight applications that ranked highest per the prioritization criteria were awarded allocations and given six months to then submit complete project applications. Staff has analyzed the potential environmental impacts of the proposed pier and determined that it will not adversely affect the environment. An analysis of the impact areas is as follows:

- A. Scenic Quality: The proposed project is located within Scenic Shoreline Unit 16, Lake Forest, which is not in attainment with the TRPA Scenic Threshold. Up to 460 square feet of visible mass is allowed for multiple-parcel/use piers serving three or more primary residential littoral parcels. The allowable visible mass is not inclusive of accessory structures such as boatlifts, handrails, and ladders. The proposed pier has a total visible mass of 286.3 square feet which counts towards the 460 square feet of allowable visible mass. The project area is located in a Visually Modified scenic character type, requiring mitigation of all additional mass, including accessory structures associated with a pier, at a 1:2 ratio. There is a total visible mass, including accessory

structures, of 387 square feet. This means that 774 square feet of visible mass will be mitigated within the project area. The project area must also demonstrate that it can meet a Composite Scenic Score of 25 within 6 months of project completion. The project area proposes to meet a Composite Scenic Score of 25 by adding perimeter screening at both 3230 and 3250 Edgewater Drive and by painting some building components darker colors at 3250 Edgewater Drive. Visible mass associated with the pier will be mitigated by utilizing remaining allowable visible mass associated with the project area composite contrast rating score of 25. The three properties will be deed restricted for scenic purposes.

- B. Fish Habitat: This property is located in both spawning and feed and cover fish habitat. The new pier will have 18 new pilings resulting in approximately 12.5 square feet of new lake bottom disturbance. The project will mitigate the additional lake bottom disturbance at a 1.5 to 1 ratio (minimum) by placing 25 square feet of spawning gravels and cobble adjacent to the mapped spawning habitat portion of the project area. The pier will be constructed using an open piling methodology, resulting in a pier that is 90 percent open.

As required by Article 10: *Miscellaneous* of the TRPA Rules of Procedure Section 10.8.E.4.a.i, which requires \$60.00 per foot be paid for additional pier length to mitigate the impacts of pier development on fish habitat, the Draft Permit includes a condition requiring the permittee pay a shorezone mitigation fee of \$14,160 for the construction of 236 additional feet of pier length (refer to Attachment B – Draft Permit).

As required by Article 10: *Miscellaneous* of the TRPA Rules of Procedure Section 10.8.E.4.a.iii, which requires a \$600.00 to additions to piers per application to mitigate the impacts of pier development on fish habitat, the Draft Permit includes a condition requiring the permittee pay a shorezone mitigation fee of \$600.00 for the addition of a boatlift (refer to Attachment B – Draft Permit).

- C. Deed Restriction: The shorezone ordinances require that an additional multiple-parcel pier shall extinguish future pier development potential through deed restriction on all parcels served by the pier, including adjacent and non-adjacent parcels, with the exception of the littoral parcel on which the additional pier is permitted. The three parcels associated with the project area will be deed restricted against future shorezone development and limited to one pier.
- D. Setbacks: TRPA Code, Section 84.4.3.B, requires that new piers comply with a 40 foot setback from all other piers as measured from the pierhead and 20 feet from the outer-most parcel boundary projection lines associated with the project area. The proposed pier complies with these setback requirements.
- E. Pier Length: TRPA Code, Section 84.4.3.C states “Piers shall extend no farther lakeward than 30 feet lakeward of elevation 6,219 Lake Tahoe Datum or 60 feet lakeward of the pierhead line, whichever is more limiting. Up to an additional 15 feet in length may be permitted for piers serving three or more residential littoral parcels.” The new pier, extends 72 feet beyond the TRPA pierhead line, which is the limiting factor for determining pier length.
- F. Access to HOA: This property is within the Dollar Point HOA. The parcels would not be eligible for single parcel piers but are eligible for multiple parcel pier.

Environmental Review:

The applicant completed an Initial Environmental Checklist (IEC) to assess the potential environmental impacts of the project. No significant long-term environmental impacts were identified because the proposed pier complies with the existing Code and incorporates required mitigation (fisheries and scenic). Additionally, the property would be deed restricted limiting the four subject properties to one shared pier. The IEC is provided as Attachment D.

Public Comment:

Property owners within 300 feet of the subject site were provided notice of the proposed project. As of the posting of this staff report, no comments were received.

Regional Plan Compliance:

The proposed project is consistent with the Goal and Policies of the Regional Plan, Shorezone Subelement, in that it complies with the design standards and includes mitigation to ensure no negative impacts to the environmental thresholds. The proposed project is for a multiple-parcel pier, which are encouraged by the Regional Plan to reduce overall development potential along the shoreline of Lake Tahoe.

Contact Information:

For questions regarding this agenda item, please contact Tiffany Good, Principal Planner, at (775) 589-5283 or tgood@trpa.gov.

Attachments:

- A. Required Findings/Rationale
- B. Draft Permit
- C. 2018 Shorezone Code Conformance Table
- D. Initial Environment Checklist
- E. Proposed Plans

Attachment A
Required Findings/Rationale

Attachment A

Required Findings/Rationale
Oliver/Pond/Howard New Multiple-Parcel Pier Construction

Required Findings: The following is a list of the required findings as set forth in Chapter 4, 80, 82, and 84 of the TRPA Code of Ordinances. Following each finding, Agency staff has indicated if there is sufficient evidence contained in the record to make the applicable findings or has briefly summarized the evidence on which the finding can be made.

1. Chapter 4 – Required Findings:

- (a) The project is consistent with and will not adversely affect implementation of the Regional Plan, including all applicable Goals and Policies, Plan Area Statements and maps, the Code and other TRPA plans and programs.

Based on the information provided in this staff report, the project application, the Initial Environmental Checklist (IEC), and Article V(g) Findings Checklist, there is sufficient evidence demonstrating that the proposed project is consistent with and will not adversely affect implementation of the Regional Plan, including all applicable Goals and Policies, Placer County Tahoe Basin Area Plan – Dollar Point subdistrict, the Code and other TRPA plans and programs.

- (b) The project will not cause the environmental threshold carrying capacities to be exceeded.

TRPA staff has completed the “Article V(g) Findings” in accordance with Chapter 4, Subsection 4.3 of the TRPA Code of Ordinances. All responses contained on said checklist indicate compliance with the environmental threshold carrying capacities. Also, the applicant has completed an IEC. No significant environmental impacts were identified and staff has concluded that the project will not have a significant effect on the environment. A copy of the completed V(g) Findings are available online at <https://parcels.laketahoeinfo.org/Parcel/Detail/093-072-040>

- (c) Wherever federal, state or local air and water quality standards applicable for the Region, whichever are strictest, must be attained and maintained pursuant to Article V(g) of the TRPA Compact, the project meets or exceeds such standards.

TRPA is requiring that all potential environmental effects be mitigated through Best Management Practices, including the use of turbidity curtains during construction. The applicant is also required to obtain separate approval for the project from the U.S. Army Corps of Engineers, California Department of Fish and Wildlife, California State Lands Commission, Lahontan Regional Water Quality Board, and Placer County to ensure the project will meet or exceed all federal, state, or local standards. As a result, upon completion of construction, the project should have no impact upon air or water quality standards.

2. Chapter 80 – Shorezone Findings:

- (a) Significant Harm: The project will not adversely impact littoral processes, fish spawning habitat, backshore stability, or on-shore wildlife habitat, including waterfowl nesting areas.

There is no evidence in the project file that indicates the proposed project will adversely impact littoral processes (the pier will be constructed on pilings to allow for the free flow of water), fish habitat (as conditioned), backshore stability, or on-shore wildlife habitat, including waterfowl nesting areas. The site is mapped as suitable habitat for the Sierra Nevada yellow-legged frog. The proposed pier will not have an additional, adverse impact on suitable Sierra Nevada yellow-legged frog because the shorezone and upland areas in the immediate vicinity are already developed. There is existing, permitted access to the shoreline where the pier will begin, and therefore there will be no further detriment to backshore stability.

- (b) Accessory Facilities: There are sufficient accessory facilities to accommodate the project.

The proposed multiple-parcel pier will be accessory to the primary upland residential uses located at 3230, 3240, and 3250 Edgewater Drive in Tahoe City, California.

- (c) Compatibility: The project is compatible with existing shorezone and lakezone uses or structures on, or in the immediate vicinity of, the littoral parcel; or that modifications of such existing uses or structures will be undertaken to assure compatibility.

The project area has access to the Dollar Point HOA shorezone facilities, which means that the parcels served by the HOA are not eligible for single parcel piers and are only eligible for multiple parcel piers. As such there are relatively few piers in the immediate vicinity. The closest pier to the west is 280 feet and three parcels away. The closest pier to the east is 197 feet and three parcels away. According to TRPA maps, the proposed pier would extend further out into the lake by 65 feet to 85 feet compared to the nearest adjacent piers, but would comply with the development standards for multiple parcel piers serving three residential littoral parcels. Because of this, TRPA finds that the project compatible with existing shorezone/lakezone structures in the immediate vicinity of the project area.

- (d) Use: The use proposed in the foreshore or nearshore is water dependent.

The pier is located in the shorezone of Lake Tahoe and is therefore a water dependent structure.

- (e) Hazardous Materials: Measures will be taken to prevent spills or discharges of hazardous materials.

This approval prohibits the use of spray painting and the use of tributyltin (TBT). In addition, the special conditions of approval prohibit the discharge of petroleum products, construction waste and litter or earthen materials to the surface waters of Lake Tahoe. All surplus construction waste materials shall be removed from the project and deposited only at TRPA approved points of disposal. No containers of fuel, paint, or other hazardous materials may be stored on the pier or shoreline.

There is a Tahoe City Public Utility District (TCPUD) sewer easement that runs through the property, parallel to the lake. The TCPUD has worked with the applicant to locate lines for the shoreline revetment project (TRPA file number ERSP2021-1814, approved by TRPA Hearing Officer May 11, 2023) that will occur ahead of pier construction, both on 3420 Edgewater Drive. In working with TCPUD, precautions are being taken to ensure that the sewer laterals and lift station are not impacted by pier construction.

- (f) Construction: Construction and access techniques will be used to minimize disturbance to the ground and vegetation.

For pier construction, primary access will be via a barge or amphibious vehicle. Caissons will be installed around the new piling locations. The pilings will then be driven into the lakebed until refusal. Decking will then be installed atop the structure allowing for construction of the lighting and adjustable catwalks. Storage and staging of pier construction materials will be stored on the barge, and no construction equipment or materials will occur on the shoreline. The Draft Permit (Attachment B) includes conditions to ensure construction and access techniques will be used to minimize disturbance to the ground and vegetation, including Tahoe Yellow Cress.

- (g) Navigation and Safety: The project will not adversely impact navigation or create a threat to public safety as determined by those agencies with jurisdiction over a lake's navigable waters.

The pierhead line was established for the purpose of protecting navigation and safety. The proposed pier will extend 72 feet beyond the pierhead line and in accordance with the length limitations provided in TRPA code, Section 84.4.3.C.2.a. Further, the pier will not extend in front of any adjacent parcels. The proposed pier will sit a minimum of forty feet from any neighboring piers. The project was taken to the Shoreline Review Committee on November 17, 2022, which includes agencies with jurisdiction over the lake's navigable waters and no concerns regarding navigation and safety were raised.

- (h) Other Agency Comments: TRPA has solicited comments from those public agencies having jurisdiction over the nearshore and foreshore and all such comments received were considered by TRPA, prior to action being taken on the project.

The project was taken to the Shoreline Review Committee on June 15, 2023 and no negative comments were received. The applicant is required to get approval for the project from the U.S. Army Corps of Engineers, California Department of Fish and Wildlife, California State Lands Commission, Lahontan Regional Water Quality Board, Tahoe City Public Utility District, and Placer County.

3. Chapter 83 Shorezone Tolerance Districts and Development Standards:

- (a) Permitted development or continued use may be conditioned upon installation and maintenance of vegetation to stabilize backshore areas and protect eroding cliffs from accelerated erosion.

The proposed project is located in Shorezone Tolerance District 4, which is characterized by volcanic rock shorelines with moderate potential for erosion. The potential increases where colluvium of volcanic debris is present and stoney, sandy loams lie on 15 to 30 percent slopes; on morainic debris shorezones with high erosion potential above the shoreline; and alluvial shorezones where the shoreline is characterized by steep, crumbling cliffs with continuing erosion problems. The proposed pier will extend from the existing deck that covers the TCPUD lift station, as approved by TCPUD. There is existing access to the deck, and therefore the pier. Therefore, the impacts to the shoreline will be temporary and managed with temporary construction BMPs. Additional, permanent disturbance is not anticipated to occur as a result of the pier project.

- (b) Projects shall not be permitted in the backshore unless TRPA finds that such project is unlikely to require the cliff area to be mechanically stabilized or that the project will not accelerate cliff crumbling, beach loss, or erosion.

Due to the minimal disturbance to the backshore as a result of pier construction, and the general makeup of the shoreline, TRPA finds that this project is unlikely to accelerate or initiate backshore erosion. The proposed pier will extend from the existing deck that covers the TCPUD lift station, as approved by TCPUD. There is existing access to the deck, and therefore the pier. Therefore, the impacts to the shoreline will be temporary and managed with temporary construction BMPs. Additional, permanent disturbance is not anticipated to occur as a result of the pier project.

- (c) Access to the shoreline shall be restricted to stabilized access ways which minimize the impact to the backshore.

There is an existing boulder pathway that facilitates access to the pump station deck, and therefore the pier. Because of the existing infrastructure that exists on the property where the pier will be located, TRPA finds that the impact to the backshore will be minimized.

- (d) Access to piers, floating platforms and boat ramps shall be designed to cause the least possible alteration to the backshore.

See findings 3(a), 3(b), and 3(c), above.

Attachment B
Draft Permit

**Attachment B
Conditional Permit**

PROJECT DESCRIPTION: New multiple-parcel/multiple-use pier

APNs: 093-072-039/-040 & 093-094-001

PERMITTEES: Barbara Oliver
Randall and Cynthia Pond
Nicholas Furchner

FILE #: ERSP2022-0034

COUNTY/LOCATION: Placer/3230, 3240, & 3250 Edgewater Drive

Having made the findings required by Agency ordinances and rules, the TRPA Governing Board approved the project on **July 26, 2023**, subject to the standard conditions of approval attached hereto (Attachments Q and S) and the special conditions found in this permit.

This permit shall expire on **July 26, 2026**, without further notice unless the construction has commenced prior to this date and diligently pursued thereafter. Commencement of construction consists of pouring concrete for a foundation and does not include grading, installation of utilities or landscaping. Diligent pursuit is defined as completion of the project within the approved construction schedule. The expiration date shall not be extended unless the project is determined by TRPA to be the subject of legal action which delayed or rendered impossible the diligent pursuit of the permit.

NO DEMOLITION, CONSTRUCTION OR GRADING SHALL COMMENCE UNTIL:

- (1) TRPA RECEIVES A COPY OF THIS PERMIT UPON WHICH THE PERMITTEE(S) HAS ACKNOWLEDGED RECEIPT OF THE PERMIT AND ACCEPTANCE OF THE CONTENTS OF THE PERMIT;
- (2) ALL PRE-CONSTRUCTION CONDITIONS OF APPROVAL ARE SATISFIED AS EVIDENCED BY TRPA'S ACKNOWLEDGEMENT OF THIS PERMIT;
- (3) THE PERMITTEE OBTAINS APPROPRIATE COUNTY PERMIT. TRPA'S ACKNOWLEDGEMENT MAY BE NECESSARY TO OBTAIN A COUNTY PERMIT. THE COUNTY PERMIT AND THE TRPA PERMIT ARE INDEPENDENT OF EACH OTHER AND MAY HAVE DIFFERENT EXPIRATION DATES AND RULES REGARDING EXTENSIONS; AND
- (4) A TRPA PRE-GRADING INSPECTION HAS BEEN CONDUCTED WITH THE PROPERTY OWNER AND/OR THE CONTRACTOR.



TRPA Executive Director/Designee

7/26/23

Date

PERMITTEES' ACCEPTANCE: I have read the permit and the conditions of approval and understand and accept them. I also understand that I am responsible for compliance with all the conditions of the permit and am responsible for my agents' and employees' compliance with the permit conditions. I also understand that if the property is sold, I remain liable for the permit conditions until or unless the new owner acknowledges the transfer of the permit and notifies TRPA in writing of such acceptance. I also understand that certain mitigation fees associated with this permit are non-refundable once paid to TRPA. I understand that it is my sole responsibility to obtain any and all required approvals from any other state, local or federal agencies that may have jurisdiction over this project whether or not they are listed in this permit.

Signature of Permittee(s) _____ Date _____

Signature of Permittee(s) _____ Date _____

Signature of Permittee(s) _____ Date _____

(PERMIT CONTINUED ON NEXT PAGE)

DRAFT

APNs 093-072-039/-040 & 093-094-001

FILE NO. ERSP2022-0034

Excess Coverage Mitigation Fee (1): Amount \$ _____ Type Paid _____ Receipt No. _____

Excess Coverage Mitigation Fee (2): Amount \$ _____ Type Paid _____ Receipt No. _____

Excess Coverage Mitigation Fee (3): Amount \$ _____ Type Paid _____ Receipt No. _____

Project Security Posted (4): Amount \$ 10,000 Type Paid _____ Receipt No. _____

Security Administrative Fee (5): Amount \$ _____ Paid _____ Receipt No. _____

Shorezone Mitigation Fee (6): Amount \$ 14,160 Type Paid _____ Receipt No. _____

Shorezone Mitigation Fee (7): Amount \$ 600 Type Paid _____ Receipt No. _____

Notes:

- (1) Amount to be determined. See Special Condition 3.I, below.
- (2) Amount to be determined. See Special Condition 3.J, below.
- (3) Amount to be determined. See Special Condition 3.K, below.
- (4) See Special Condition 3.L, below.
- (5) Consult the TRPA filing fee schedule for the current security administration fee.
- (6) See Special Condition 3.M, below.
- (7) See Special Condition 3.M, below.

Required plans determined to be in conformance with approval: Date: _____

TRPA ACKNOWLEDGEMENT: The Permittee has complied with all pre-construction conditions of approval as of this date and is eligible for a county building permit:

TRPA Executive Director/Designee

Date

SPECIAL CONDITIONS

1. This permit authorizes a new multiple-parcel/multiple-use pier to serve three littoral parcels located at 3230, 3240, and 3250 Edgewater Drive, Placer County, California. The proposed pier will extend 236 feet from the High Water Line elevation of 6,229.1, Lake Tahoe Datum, to approximately 72 feet past the TRPA pierhead line. The pier includes one 6,000-pound boatlift and one 3-foot by 30-foot catwalk located at the pierhead, as well as low level deck lighting on the pier deck. The boatlift will be the result of the conversion of one legally existing buoy. The pierhead will be 15 feet wide. The pier will extend from an existing deck that covers the TCPUD lift station on the shoreline. The proposed pier complies with development and location standards for multiple-parcel piers serving three littoral parcels and is consistent with TRPA Code of Ordinances chapters 80 through 85.

This property is located in both spawning and feed and cover fish habitat. The new pier will have 18 new pilings resulting in approximately 12.5 square feet of new lake bottom disturbance. The project will mitigate the additional lake bottom disturbance at a 1.5 to 1 ratio (minimum) by placing 25 square feet of spawning gravels and cobble adjacent to the mapped spawning habitat portion of the project area. The pier will be constructed using an open piling methodology, resulting in a pier that is 90 percent open.

The three parcels associated with the project area will be deed restricted to one shared pier. Once the permit has been acknowledged, the project area will include the following shorezone development:

APN 093-072-039 – two mooring buoys

APN 093-072-040 – one mooring buoy and one boatlift (converted from existing buoy)

APN 093-094-001 – two mooring buoys

All APNs: one multiple-parcel pier

The three parcels associated with this project shall be considered a project area for scenic mitigation purposes. The proposed contrast rating scores for the parcels are as follows:

APN 093-072-039: Composite Contrast Rating Score of 25

APN 093-072-040: Composite Contrast Rating Score of 26

APN 093-094-001: Composite Contrast Rating Score of 25

Project Area: Composite Contrast Rating Score of 25

The proposed project is located within Scenic Shoreline Unit 16, Lake Forest, which is not in attainment with the TRPA Scenic Threshold. Up to 460 square feet of visible mass is allowed for multiple-parcel/use piers serving three or more primary residential littoral parcels. The allowable visible mass is not inclusive of accessory structures such as boatlifts, handrails, and ladders. The proposed pier has a total visible mass of 286.3 square feet which counts towards the 460 square feet of allowable visible mass. The project area is located in a Visually Modified scenic character type, requiring mitigation of all additional mass, including accessory structures associated with a pier, at a 1:2 ratio. There is a total visible mass, including accessory structures, of 387 square feet. This means that 774 square feet of visible mass will be mitigated within the project area. The project area must also demonstrate that it can meet a Composite Scenic Score of 25 within 6 months of project completion. The project area proposes to meet a Composite Scenic Score of 25 by adding perimeter screening at both 3230 and 3250 Edgewater Drive and by painting some building components darker colors at 3250 Edgewater Drive. Visible mass associated with the pier will be mitigated by utilizing remaining allowable visible mass associated with the project area composite contrast rating score of 25. The three properties will be deed restricted for scenic purposes.

2. The Standard Conditions of Approval listed in Attachment S shall apply to this permit.
3. Prior to permit acknowledgement, the following conditions of approval must be satisfied:
 - A. The project area plans shall be revised to include the following:

1. Delineate the location of the turbidity curtain and include allowance for barge access (Sheet 1).
 2. Include a plan notation indicating that there will be no staging activity on the shoreline, and that all access associated with pier demolition and construction activities shall occur from the lake by barge; and that delivery, removal, and staging of all construction equipment and materials shall occur on the barge (Sheet 1).
 3. Include a plan notation that indicates pile driving operations and other piling installation methods (i.e., pinning, etc.) shall require the installation of caissons for turbidity control. Placement of turbidity curtain shall be in consideration of substrate make-up and access to the project area necessary for construction equipment. A floating fine mesh fabric screen or other material approved by TRPA shall be installed underneath the pier decking to capture any fallen materials during pier construction/reconstruction. The floating screen and caissons may be removed upon project completion and after a satisfactory inspection by TRPA to ensure that all suspended materials have settled (Sheet 1).
 4. The proposed fish habitat mitigation shall be located in an area of lake bottom that is not underneath the proposed pier, but is in an appropriate area adjacent to the project area. The site plan shall reflect this change prior to permit acknowledgement (Sheet 1).
 5. The table titled "Proposed Visible Area" on Sheet 3 shall be revised to reflect a total of 84 square feet for the boatlift.
- B. The final scenic plans shall include the following information for each property to mitigate 774 square feet of additional visible mass associated with the pier (387 square feet x 2 for a project in a Visually Modified Area):

APN 093-072-039

Composite Contrast Rating Score – 25

Total Allowable Visible Mass	1,190 s.f.
<u>Existing Visible Mass</u>	<u>-1,016 s.f.</u>
Remaining Allowable Visible Mass	174 s.f.
<u>To Be Used for Pier Mitigation</u>	<u>-174 s.f.</u>
Remaining Allowable Visible Mass	0 s.f.

APN 093-072-040

Composite Contrast Rating Score – 26

Total Allowable Visible Mass	1,365 s.f.
<u>Existing Visible Mass</u>	<u>-866 s.f.</u>
Remaining Allowable Visible Mass	499 s.f.
<u>To Be Used for Pier Mitigation</u>	<u>-300 s.f.</u>
Remaining Allowable Visible Mass	199 s.f.

APN 093-094-001

Composite Contrast Rating Score – 25

Total Allowable Visible Mass	1,190 s.f.
<u>Existing Visible Mass</u>	<u>-692 s.f.</u>
Remaining Allowable Visible Mass	498 s.f.
<u>To Be Used for Pier Mitigation</u>	<u>-300 s.f.</u>
Remaining Allowable Visible Mass	198 s.f.

- C. The permittee shall provide underwater photos of the project area indicating the conditions prior to the start of construction. For the purposes of this condition, the project area shall include the areas where the approved pier will be built as well as the area where the buoy block for the buoy that will be converted to a boatlift will be removed. Prior to security return, the permittee shall provide post-construction underwater photos of the same locations of the project area. Note that prior to security return, the permittee must demonstrate proof that all components of the buoy block have been removed, the area of lake bottom restored, and the fish habitat mitigation put in place.
- D. The final elevation drawings for each of the three properties shall have notes indicating conformance to the following design standards for color, roofs, and fences:
- (1) Color: The color of this structure, including any fences on the property, shall be compatible with the surroundings. Subdued colors in the earthtone and wood tone ranges shall be used for the primary color of the structure. Hues shall be within the range of natural colors that blend, rather than contrast, with the existing vegetation and earth hues. Earthtone colors are considered to be shades of reddish brown, brown, tan, ochre, and umber.
- (2) Roofs: Roofs shall be composed of non-glare earthtone or woodtone materials that minimize reflectivity.
- (3) Fences: Wooden fences shall be used whenever possible. If cyclone fence must be used, it shall be coated with brown or black vinyl, including fence poles.
- E. The Permittee shall submit a projected construction completion schedule to TRPA prior to acknowledgment. Said schedule shall include completion dates for each item of construction.
- F. The permittees shall record a deed restriction to be prepared by TRPA that will create a project area of the subject APNs (093-072-039/-040 & 093-094-001) for the purpose of limiting potential future shorezone development, to allow for only one pier between the subject parcels. The deed restriction shall also create a project area for the purposes of scenic review. The permittee shall record the deed restriction with the Placer County Recorder's Office and provide either the original recorded deed restriction or a certified copy of the recorded deed restriction to TRPA prior to permit acknowledgement.

- G. The permittee shall provide written authorization from the Tahoe City Public Utility District (TCPUD) that the proposed pier can connect to the deck that covers the lift station.
- H. The Permittee shall conduct a Tahoe Yellow Cress survey for the subject property prior to the commencement of construction. Surveys shall be conducted during the growing season of June 15th through September 30th prior to commencement of proposed work. If TYC or TYC habitat are present, the Permittee shall submit a TYC avoidance and protection plan to TRPA prior to acknowledgement of this permit.
- I. The subject property, APN 093-072-039, has 3,877 square feet of unmitigated excess land coverage. The Permittee shall mitigate a portion or all of the excess land coverage on this property by removing coverage within the Hydrologic Transfer Area 8 (Tahoe City), or by submitting an excess coverage mitigation fee.

To calculate the amount of excess coverage to be removed (in square feet), use the following formula:

Estimated project construction cost multiplied by 0.015, divided by 8.

If you choose this option, please revise your final site plans and land coverage calculations to account for the permanent coverage removal.

An excess land coverage mitigation fee may be paid in lieu of permanently retiring land coverage. The excess coverage mitigation fee shall be calculated as follows:

Square footage of required coverage reduction (as determined by formula above) multiplied by the excess coverage mitigation fee of \$8.50 per square foot for projects located within the Hydrologic Transfer Area 8 (Tahoe City).

Please provide a construction cost estimate by your licensed contractor, architect, or engineer. In no case shall the mitigation fee be less than \$200.00.

- J. The subject property, APN 093-072-040, has 5,273 square feet of unmitigated excess land coverage. The Permittee shall mitigate a portion or all of the excess land coverage on this property by removing coverage within the Hydrologic Transfer Area 8 (Tahoe City), or by submitting an excess coverage mitigation fee.

To calculate the amount of excess coverage to be removed (in square feet), use the following formula:

Estimated project construction cost multiplied by 0.0175, divided by 8.

If you choose this option, please revise your final site plans and land coverage calculations to account for the permanent coverage removal.

An excess land coverage mitigation fee may be paid in lieu of permanently retiring land coverage. The excess coverage mitigation fee shall be calculated as follows:

Square footage of required coverage reduction (as determined by formula above) multiplied by the excess coverage mitigation fee of \$8.50 per square foot for projects located within the Hydrologic Transfer Area 8 (Tahoe City).

Please provide a construction cost estimate by your licensed contractor, architect, or engineer. In no case shall the mitigation fee be less than \$200.00.

- K. The subject property, APN 093-094-001, has 3,717 square feet of unmitigated excess land coverage. The Permittee shall mitigate a portion or all of the excess land coverage on this property by removing coverage within the Hydrologic Transfer Area 8 (Tahoe City), or by submitting an excess coverage mitigation fee.

To calculate the amount of excess coverage to be removed (in square feet), use the following formula:

Estimated project construction cost multiplied by 0.0125, divided by 8.

If you choose this option, please revise your final site plans and land coverage calculations to account for the permanent coverage removal.

An excess land coverage mitigation fee may be paid in lieu of permanently retiring land coverage. The excess coverage mitigation fee shall be calculated as follows:

Square footage of required coverage reduction (as determined by formula above) multiplied by the excess coverage mitigation fee of \$8.50 per square foot for projects located within the Hydrologic Transfer Area 8 (Tahoe City).

Please provide a construction cost estimate by your licensed contractor, architect, or engineer. In no case shall the mitigation fee be less than \$200.00.

- L. The project security required under Standard Condition A.3 of Attachment S shall be \$10,000. Please see Attachment J, Security Procedures, for appropriate methods of posting the security and for calculation of the required security administration fee. **Prior to release of security, the permittee shall provide to the TRPA inspector the GPS locations of the buoys that remain in the water as well as the buoy tag for the buoy that is removed for the conversion. The permittees must also demonstrate that scenic mitigation has been achieved.**

- M. Pursuant to Section 10.8.5.E.4.a.i of the TRPA Rules of Procedure, the permittee shall submit a shorezone mitigation fee of \$14,160 for the construction of 236 feet of pier length for a new pier (assessed at \$60.00 per linear foot).

- N. Pursuant to Section 10.8.5.E.4.a.ii of the TRPA Rules of Procedure, the permittee shall submit a shorezone mitigation fee of \$600.00 for the addition of a boatlift to the proposed pier (assessed at \$600 per addition).

- O. The Permittee shall provide an electronic set of final construction drawings and site plans for TRPA Acknowledgement.

4. To the maximum extent allowable by law, the Permittee agrees to indemnify, defend, and hold harmless TRPA, its Governing Board, its Planning Commission, its agents, and its employees (collectively, TRPA) from and against any and all suits, losses, damages, injuries, liabilities, and claims by any person (a) for any injury (including death) or damage to person or property or (b) to set aside, attack, void, modify, amend, or annul any actions of TRPA. The foregoing indemnity obligation applies, without limitation, to any and all suits, losses, damages, injuries, liabilities, and claims by any person from any cause whatsoever arising out of or in connection with either directly or indirectly, and in whole or in part (1) the processing, conditioning, issuance, or implementation of this permit; (2) any failure to comply with all applicable laws and regulations; or (3) the design, installation, or operation of any improvements, regardless of whether the actions or omissions are alleged to be caused by TRPA or Permittee.

Included within the Permittee's indemnity obligation set forth herein, the Permittee agrees to pay all fees of TRPA's attorneys and all other costs and expenses of defenses as they are incurred, including reimbursement of TRPA as necessary for any and all costs and/or fees incurred by TRPA for actions arising directly or indirectly from issuance or implementation of this permit. TRPA will have the sole and exclusive control (including the right to be represented by attorneys of TRPA's choosing) over the defense of any claims against TRPA and over this settlement, compromise or other disposition. Permittee shall also pay all costs, including attorneys' fees, incurred by TRPA to enforce this indemnification agreement. If any judgment is rendered against TRPA in any action subject to this indemnification, the Permittee shall, at its expense, satisfy and discharge the same.

5. It is the Permittee's responsibility to receive authorization and obtain any necessary permits from other responsible agencies for the proposed project.
6. No pier demolition or construction shall occur between May 1 and October 1 (spawning season) unless prior approval is obtained from the California Department of Fish and Wildlife, the U.S. Army Corps of Engineers, or the U.S. Fish and Wildlife Service.
7. Disturbance of lakebed materials shall be the minimum necessary. The removal of rock materials from Lake Tahoe is prohibited. Gravel, cobble, or small boulders shall not be disturbed or removed to leave exposed sandy areas before, during, or after construction.
8. Best practical control technology shall be employed to prevent earthen materials to be re-suspended as a result of construction activities and from being transported to adjacent lake waters.
9. The discharge of petroleum products, construction waste and litter (including sawdust), or earthen materials to the surface waters of the Lake Tahoe Basin is prohibited. All surplus construction waste materials shall be removed from the project and deposited only at approved points of disposal.
10. Any normal construction activity creating noise in excess of the TRPA noise standards shall be considered exempt from said standards provided all such work is conducted between the hours of 8:00 A.M. and 6:30 P.M.

END OF PERMIT

DRAFT

Attachment C
2018 Shorezone Code Conformance Table

Attachment C
Pond Multiple Use Pier Conformance Review Table

Table 1: Pier Conformance Review Under 2018 Shorezone Code

Standard	2018 Shzne Code	Proposed Pier	Conformance
Streams	Outside of Stream Mouth Protection Zone (SMPZ)	1.15 mile away from the nearest SMPZ located at Burton Creek	In conformance
Fish Habitat	Mitigation at 1:1 for feed/cover fish habitat and mitigation at 1.5 to 1 for spawning fish habitat	Restore fish habitat adjacent to project, mitigation of \$14,160 for additional 236 linear feet of pier length	In conformance
Length	Pierhead may extend 30 feet past 6219 or 60 feet past pierhead line, whichever is more limiting. An additional 15 feet may be permitted for piers serving three or more primary residential parcels	236 , extends 72 feet past the TRPA pierhead line	In conformance
Setbacks	20' for new piers from outermost property boundary projection lines, & 40' from existing piers as measured from the pierhead	Conforms with external projection line setbacks	In Conformance
Width	Maximum 15' wide excluding catwalks	15' with one (1) 3-foot by 30-foot catwalk.	In conformance
Catwalk	Maximum of 3' by 30'	(1) 3' x 30'	In conformance
Boatlift	One boat lift per littoral parcel (max. 4)	One (1) 6,000 pound boatlift	In conformance
Pier Height	6,232' maximum	6,232'	In conformance
Free Flowing Water	Piers required to be floating or have an open piling foundation	Open piling foundation (90%)	In conformance
Superstructures (Boat House)	Prohibited	NA	In conformance

Colors & Materials	Dark colors that blend with background	Brown decking, flat black structural components	In conformance
Visual Mass Limitation	460 sf of visible mass allowed for piers serving 3 or more primary residential littoral parcels (does not include accessory structures such as boatlifts, boats, handrails, and ladders).	286.3 square feet	In conformance
Visual Mass Mitigation	In Visually Modified Character Types mitigation required at a 1:2 ratio	Additional visible mass, including accessory structures, will be mitigated at a 1:2 ratio through retiring allowable visible mass for each of the three parcels.	In conformance
Retirement of Shorezone Development Potential	An additional multiple-parcel pier shall extinguish future pier development potential through deed restriction on all parcels served by the pier, including adjacent and non-adjacent parcels, with the exception of the littoral parcel on which the additional pier is permitted.	Deed restriction to be recorded prior to permit acknowledgement.	In conformance

Attachment D
Initial Environment Checklist



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Mon. Wed. Thurs. Fri
9 am-12 pm/1 pm-4 pm
Closed Tuesday

New Applications Until 3:00 pm

Print Form

**INITIAL ENVIRONMENTAL CHECKLIST
FOR DETERMINATION OF ENVIRONMENTAL IMPACT**

I. Assessor's Parcel Number (APN)/Project Location **093-072-039, 093-072-040 and
093-094-001**

Project Name **Oliver, Pond and Howard New Pier** County/City **Placer**

Brief Description of Project:

Install new multiple-parcel pier.

The following questionnaire will be completed by the applicant based on evidence submitted with the application. All "Yes" and "No, With Mitigation" answers will require further written comments. Use the blank boxes to add any additional information. If more space is required for additional information, please attach separate sheets and reference the question number and letter.

II. ENVIRONMENTAL IMPACTS:

1. Land

Will the proposal result in:

a. Compaction or covering of the soil beyond the limits allowed in the land capability or Individual Parcel Evaluation System (IPES)?

- Yes No
 No, With Mitigation Data Insufficient

b. A change in the topography or ground surface relief features of site inconsistent with the natural surrounding conditions?

- Yes No
 No, With Mitigation Data Insufficient

c. Unstable soil conditions during or after completion of the proposal?

- Yes No
 No, With Mitigation Data Insufficient

d. Changes in the undisturbed soil or native geologic substructures or grading in excess of 5 feet?

- Yes No
 No, With Mitigation Data Insufficient

e. The continuation of or increase in wind or water erosion of soils, either on or off the site?

- Yes No
 No, With Mitigation Data Insufficient

f. Changes in deposition or erosion of beach sand, or changes in siltation, deposition or erosion, including natural littoral processes, which may modify the channel of a river or stream or the bed of a lake?

- Yes No
 No, With Mitigation Data Insufficient

g. Exposure of people or property to geologic hazards such as earthquakes, landslides, backshore erosion, avalanches, mud slides, ground failure, or similar hazards?

- Yes No
 No, With Mitigation Data Insufficient

2. Air Quality

Will the proposal result in:

a. Substantial air pollutant emissions?

- Yes No
 No, With Mitigation Data Insufficient

b. Deterioration of ambient (existing) air quality?

- Yes No
 No, With Mitigation Data Insufficient

c. The creation of objectionable odors?

- Yes No
 No, With Mitigation Data Insufficient

d. Alteration of air movement, moisture or temperature, or any change in climate, either locally or regionally?

- Yes No
 No, With Mitigation Data Insufficient

e. Increased use of diesel fuel?

- Yes No
 No, With Mitigation Data Insufficient

3. Water Quality

Will the proposal result in:

a. Changes in currents, or the course or direction of water movements?

- Yes No
 No, With Mitigation Data Insufficient

b. Changes in absorption rates, drainage patterns, or the rate and amount of surface water runoff so that a 20 yr. 1 hr. storm runoff (approximately 1 inch per hour) cannot be contained on the site?

- Yes No
 No, With Mitigation Data Insufficient

c. Alterations to the course or flow of 100-yearflood waters?

- Yes No
 No, With Mitigation Data Insufficient

d. Change in the amount of surface water in any water body?

- Yes No
 No, With Mitigation Data Insufficient

e. Discharge into surface waters, or in any alteration of surface water quality, including but not limited to temperature, dissolved oxygen or turbidity?

- Yes No
 No, With Mitigation Data Insufficient

f. Alteration of the direction or rate of flow of ground water?

- Yes
- No
- No, With Mitigation
- Data Insufficient

g. Change in the quantity of groundwater, either through direct additions or withdrawals, or through interception of an aquifer by cuts or excavations?

- Yes
- No
- No, With Mitigation
- Data Insufficient

h. Substantial reduction in the amount of water otherwise available for public water supplies?

- Yes
- No
- No, With Mitigation
- Data Insufficient

i. Exposure of people or property to water related hazards such as flooding and/or wave action from 100-year storm occurrence or seiches?

- Yes
- No
- No, With Mitigation
- Data Insufficient

j. The potential discharge of contaminants to the groundwater or any alteration of groundwater quality?

- Yes
- No
- No, With Mitigation
- Data Insufficient

k. Is the project located within 600 feet of a drinking water source?

- Yes
- No
- No, With Mitigation
- Data Insufficient

4. Vegetation

Will the proposal result in:

- a. Removal of native vegetation in excess of the area utilized for the actual development permitted by the land capability/IPES system?

- Yes No
 No, With Mitigation Data Insufficient

- b. Removal of riparian vegetation or other vegetation associated with critical wildlife habitat, either through direct removal or indirect lowering of the groundwater table?

- Yes No
 No, With Mitigation Data Insufficient

- c. Introduction of new vegetation that will require excessive fertilizer or water, or will provide a barrier to the normal replenishment of existing species?

- Yes No
 No, With Mitigation Data Insufficient

- d. Change in the diversity or distribution of species, or number of any species of plants (including trees, shrubs, grass, crops, micro flora and aquatic plants)?

- Yes No
 No, With Mitigation Data Insufficient

- e. Reduction of the numbers of any unique, rare or endangered species of plants?

- Yes No
 No, With Mitigation Data Insufficient

f. Removal of stream bank and/or backshore vegetation, including woody vegetation such as willows?

- Yes No
 No, With Mitigation Data Insufficient

g. Removal of any native live, dead or dying trees 30 inches or greater in diameter at breast height (dbh) within TRPA's Conservation or Recreation land use classifications?

- Yes No
 No, With Mitigation Data Insufficient

h. A change in the natural functioning of an old growth ecosystem?

- Yes No
 No, With Mitigation Data Insufficient

5. Wildlife

Will the proposal result in:

a. Change in the diversity or distribution of species, or numbers of any species of animals (birds, land animals including reptiles, fish and shellfish, benthic organisms, insects, mammals, amphibians or microfauna)?

- Yes No
 No, With Mitigation Data Insufficient

b. Reduction of the number of any unique, rare or endangered species of animals?

- Yes No
 No, With Mitigation Data Insufficient

c. Introduction of new species of animals into an area, or result in a barrier to the migration or movement of animals?

- Yes No
 No, With Mitigation Data Insufficient

d. Deterioration of existing fish or wildlife habitat quantity or quality?

- Yes No
 No, With Mitigation Data Insufficient

6. Noise

Will the proposal result in:

a. Increases in existing Community Noise Equivalency Levels (CNEL) beyond those permitted in the applicable Plan Area Statement, Community Plan or Master Plan?

- Yes No
 No, With Mitigation Data Insufficient

b. Exposure of people to severe noise levels?

- Yes No
 No, With Mitigation Data Insufficient

c. Single event noise levels greater than those set forth in the TRPA Noise Environmental Threshold?

- Yes No
 No, With Mitigation Data Insufficient

d. The placement of residential or tourist accommodation uses in areas where the existing CNEL exceeds 60 dBA or is otherwise incompatible?

- Yes
- No
- No, With Mitigation
- Data Insufficient

e. The placement of uses that would generate an incompatible noise level in close proximity to existing residential or tourist accommodation uses?

- Yes
- No
- No, With Mitigation
- Data Insufficient

f. Exposure of existing structures to levels of ground vibration that could result in structural damage?

- Yes
- No
- No, With Mitigation
- Data Insufficient

7. Light and Glare

Will the proposal:

a. Include new or modified sources of exterior lighting?

Surface mounted LED pier lights.

- Yes No
 No, With Mitigation Data Insufficient

b. Create new illumination which is more substantial than other lighting, if any, within the surrounding area?

- Yes No
 No, With Mitigation Data Insufficient

c. Cause light from exterior sources to be cast off -site or onto public lands?

- Yes No
 No, With Mitigation Data Insufficient

d. Create new sources of glare through the siting of the improvements or through the use of reflective materials?

- Yes No
 No, With Mitigation Data Insufficient

8. Land Use

Will the proposal:

a. Include uses which are not listed as permissible uses in the applicable Plan Area Statement, adopted Community Plan, or Master Plan?

- Yes No
 No, With Mitigation Data Insufficient

b. Expand or intensify an existing non-conforming use?

- Yes No
 No, With Mitigation Data Insufficient

9. Natural Resources

Will the proposal result in:

a. A substantial increase in the rate of use of any natural resources?

- Yes No
 No, With Mitigation Data Insufficient

b. Substantial depletion of any non-renewable natural resource?

- Yes No
 No, With Mitigation Data Insufficient

10. Risk of Upset

Will the proposal:

a. Involve a risk of an explosion or the release of hazardous substances including, but not limited to, oil, pesticides, chemicals, or radiation in the event of an accident or upset conditions?

- Yes No
 No, With Mitigation Data Insufficient

b. Involve possible interference with an emergency evacuation plan?

- Yes No
 No, With Mitigation Data Insufficient

11. Population

Will the proposal:

- a. Alter the location, distribution, density, or growth rate of the human population planned for the Region?

- Yes No
 No, With Mitigation Data Insufficient

- b. Include or result in the temporary or permanent displacement of residents?

- Yes No
 No, With Mitigation Data Insufficient

12. Housing

Will the proposal:

- a. Affect existing housing, or create a demand for additional housing?

To determine if the proposal will affect existing housing or create a demand for additional housing, please answer the following questions:

- (1) Will the proposal decrease the amount of housing in the Tahoe Region?

- Yes No
 No, With Mitigation Data Insufficient

- (2) Will the proposal decrease the amount of housing in the Tahoe Region historically or currently being rented at rates affordable by lower and very-low-income households?

- Yes No
 No, With Mitigation Data Insufficient

Number of Existing Dwelling Units: _____

Number of Proposed Dwelling Units: _____

b. Will the proposal result in the loss of housing for lower-income and very-low-income households?

- Yes No
 No, With Mitigation Data Insufficient

13. Transportation/Circulation

Will the proposal result in:

a. Generation of 100 or more new Daily Vehicle Trip Ends (DVTE)?

- Yes No
 No, With Mitigation Data Insufficient

b. Changes to existing parking facilities, or demand for new parking?

- Yes No
 No, With Mitigation Data Insufficient

c. Substantial impact upon existing transportation systems, including highway, transit, bicycle or pedestrian facilities?

- Yes No
 No, With Mitigation Data Insufficient

d. Alterations to present patterns of circulation or movement of people and/or goods?

- Yes No
 No, With Mitigation Data Insufficient

e. Alterations to waterborne, rail or air traffic?

- Yes No
 No, With Mitigation Data Insufficient

f. Increase in traffic hazards to motor vehicles, bicyclists, or pedestrians?

- Yes No
 No, With Mitigation Data Insufficient

14. Public Services

Will the proposal have an unplanned effect upon, or result in a need for new or altered governmental services in any of the following areas?

a. Fire protection?

- Yes No
 No, With Mitigation Data Insufficient

b. Police protection?

- Yes No
 No, With Mitigation Data Insufficient

c. Schools?

- Yes No
 No, With Mitigation Data Insufficient

d. Parks or other recreational facilities?

- Yes No
 No, With Mitigation Data Insufficient

e. Maintenance of public facilities, including roads?

- Yes No
 No, With Mitigation Data Insufficient

f. Other governmental services?

- Yes No
 No, With Mitigation Data Insufficient

15. Energy

Will the proposal result in:

a. Use of substantial amounts of fuel or energy?

- Yes No
 No, With Mitigation Data Insufficient

b. Substantial increase in demand upon existing sources of energy, or require the development of new sources of energy?

- Yes No
 No, With Mitigation Data Insufficient

16. Utilities

Except for planned improvements, will the proposal result in a need for new systems, or substantial alterations to the following utilities:

a. Power or natural gas?

- Yes No
 No, With Mitigation Data Insufficient

b. Communication systems?

- Yes No
 No, With Mitigation Data Insufficient

c. Utilize additional water which amount will exceed the maximum permitted capacity of the service provider?

- Yes No
 No, With Mitigation Data Insufficient

d. Utilize additional sewage treatment capacity which amount will exceed the maximum permitted capacity of the sewage treatment provider?

- Yes No
 No, With Mitigation Data Insufficient

e. Storm water drainage?

- Yes No
 No, With Mitigation Data Insufficient

f. Solid waste and disposal?

- Yes No
 No, With Mitigation Data Insufficient

17. Human Health

Will the proposal result in:

a. Creation of any health hazard or potential health hazard (excluding mental health)?

- Yes No
 No, With Mitigation Data Insufficient

b. Exposure of people to potential health hazards?

- Yes No
 No, With Mitigation Data Insufficient

18. Scenic Resources/Community Design

Will the proposal:

- a. Be visible from any state or federal highway, Pioneer Trail or from Lake Tahoe?

Pier will be visible from Lake Tahoe. Additional visible area will be less than what is allowed through the visual magnitude system.

- Yes No
 No, With Mitigation Data Insufficient

- b. Be visible from any public recreation area or TRPA designated bicycle trail?

- Yes No
 No, With Mitigation Data Insufficient

- c. Block or modify an existing view of Lake Tahoe or other scenic vista seen from a public road or other public area?

- Yes No
 No, With Mitigation Data Insufficient

- d. Be inconsistent with the height and design standards required by the applicable ordinance or Community Plan?

- Yes No
 No, With Mitigation Data Insufficient

- e. Be inconsistent with the TRPA Scenic Quality Improvement Program (SQIP) or Design Review Guidelines?

- Yes No
 No, With Mitigation Data Insufficient

19. Recreation

Does the proposal:

a. Create additional demand for recreation facilities?

- Yes
- No
- No, With Mitigation
- Data Insufficient

b. Create additional recreation capacity?

- Yes
- No
- No, With Mitigation
- Data Insufficient

c. Have the potential to create conflicts between recreation uses, either existing or proposed?

- Yes
- No
- No, With Mitigation
- Data Insufficient

d. Result in a decrease or loss of public access to any lake, waterway, or public lands?

- Yes
- No
- No, With Mitigation
- Data Insufficient

20. Archaeological/Historical

a. Will the proposal result in an alteration of or adverse physical or aesthetic effect to a significant archaeological or historical site, structure, object or building?

- Yes
- No
- No, With Mitigation
- Data Insufficient

b. Is the proposed project located on a property with any known cultural, historical, and/or archaeological resources, including resources on TRPA or other regulatory official maps or records?

- Yes No
 No, With Mitigation Data Insufficient

c. Is the property associated with any historically significant events and/or sites or persons?

- Yes No
 No, With Mitigation Data Insufficient

d. Does the proposal have the potential to cause a physical change which would affect unique ethnic cultural values?

- Yes No
 No, With Mitigation Data Insufficient

e. Will the proposal restrict historic or pre-historic religious or sacred uses within the potential impact area?

- Yes No
 No, With Mitigation Data Insufficient

21. Findings of Significance.

a. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California or Nevada history or prehistory?

- Yes No
 No, With Mitigation Data Insufficient

b. Does the project have the potential to achieve short-term, to the disadvantage of long-term, environmental goals? (A short-term impact on the environment is one which occurs in a relatively brief, definitive period of time, while long-term impacts will endure well into the future.)

- Yes No
 No, With Mitigation Data Insufficient

c. Does the project have impacts which are individually limited, but cumulatively considerable? (A project may impact on two or more separate resources where the impact on each resource is relatively small, but where the effect of the total of those impacts on the environmental is significant?)

- Yes No
 No, With Mitigation Data Insufficient

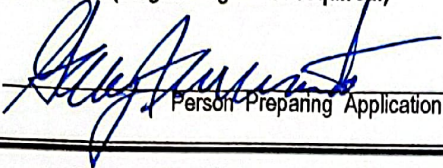
d. Does the project have environmental impacts which will cause substantial adverse effects on human being, either directly or indirectly?

- Yes No
 No, With Mitigation Data Insufficient

DECLARATION:

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Signature: (Original signature required.)


Person Preparing Application

At Placer County

Date: 1/14/22

Applicant Written Comments: (Attach additional sheets if necessary)

Print Form

FOR OFFICE USE ONLY

Date Received: _____ By: _____

Determination:

On the basis of this evaluation:

- a. The proposed project could not have a significant effect on the environment and a finding of no significant effect shall be prepared in accordance with TRPA's Rules of Procedure.

Yes

No

- b. The proposed project could have a significant effect on the environment, but due to the listed mitigation measures which have been added to the project, could have no significant effect on the environment and a mitigated finding of no significant effect shall be prepared in accordance with TRPA's Rules and Procedures.

Yes

No

- c. The proposed project may have a significant effect on the environment and an environmental impact statement shall be prepared in accordance with Chapter 3 of the TRPA Code of Ordinances and the Rules of Procedure.

Yes

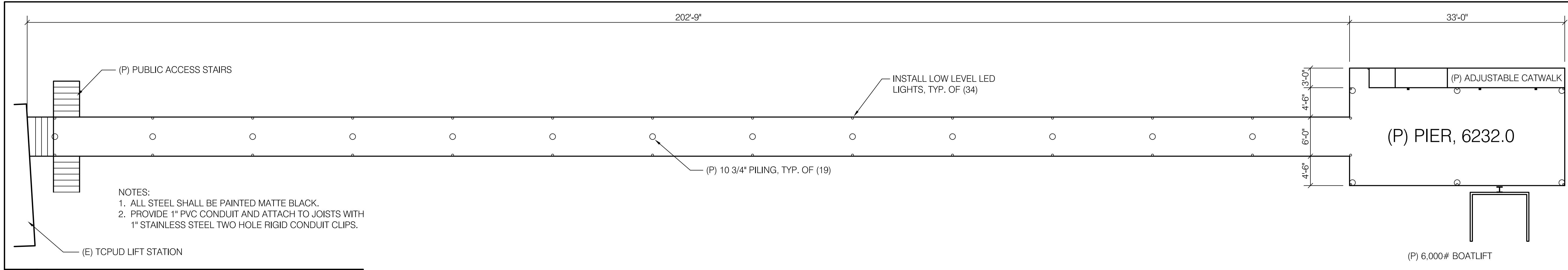
No

Signature of Evaluator

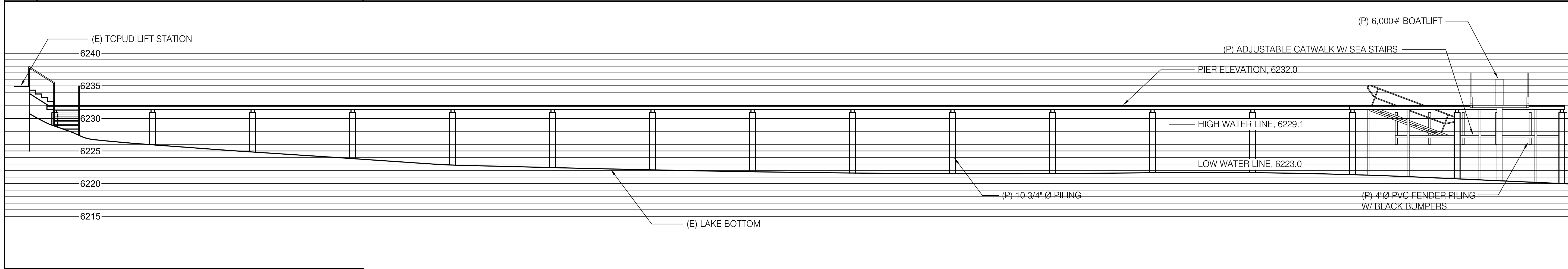
Date: _____

Title of Evaluator

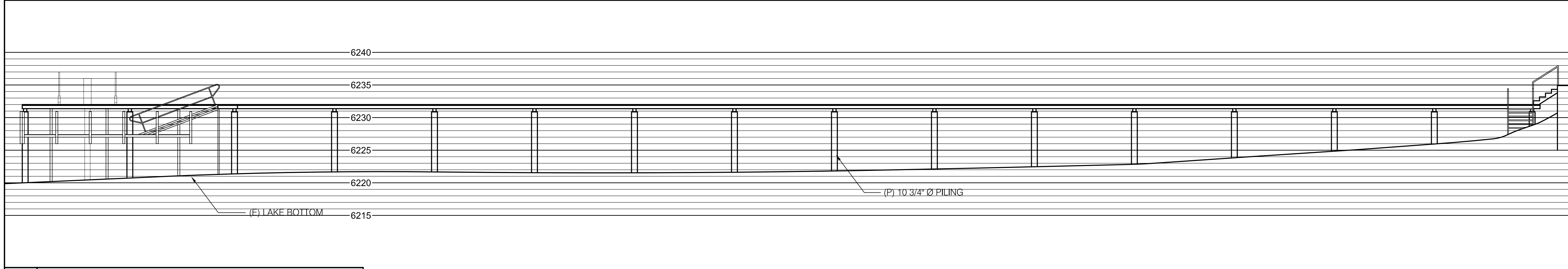
Attachment E
Proposed Plans



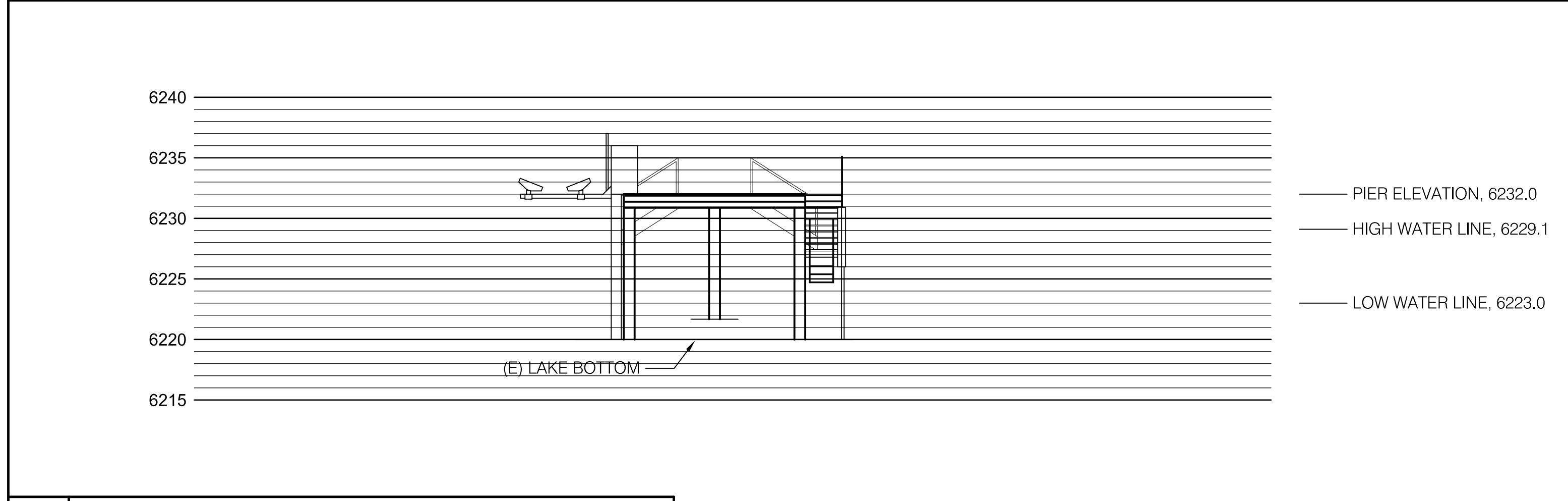
1 PROPOSED PIER



2 PROPOSED WEST ELEVATION



2 PROPOSED EAST ELEVATION



4 PROPOSED SOUTH ELEVATION

PROPOSED VISIBLE AREA

	WEST	SOUTH	TOTAL
PIER/CATWALK	245.9 S.F.	40.4 S.F.	286.3 S.F.
BOATLIFT	14.5 S.F.	19.5 S.F.	34.0 S.F.
PUBLIC ACCESS STAIRS	6.1 S.F.	10.6 S.F.	16.7 S.F.

LAKE BOTTOM DISTURBANCE

PROPOSED 12.5 S.F.

ISSUES AND REVISIONS

No.	Date	Issue and Revision	By	Check
1	JAN. 18, 2022	TRPA SUBMITTAL	GF	GF

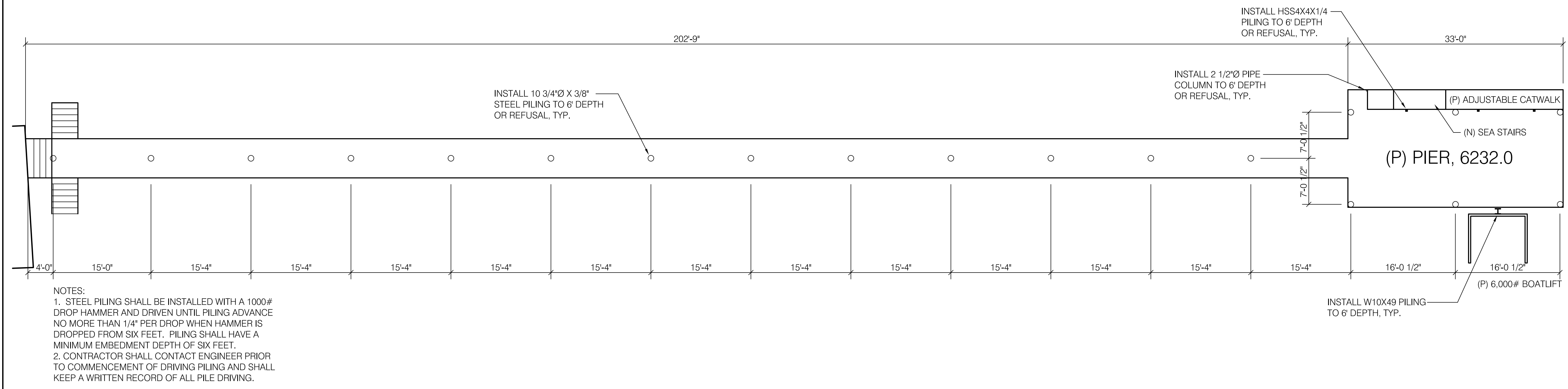
NEW PIER FOR
 OLIVER/POND/HOWARD
 3230/3240/3250 EDGEWATER DR.
 DOLLAR POINT
 PLACER COUNTY
 CALIFORNIA
 APN. 093-072-039, -040 AND
 093-094-001

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DESCRIPTION
(P) PLAN AND ELEVATIONS

SCALE 1/8" = 1'-0"
 PROJECT NO. B21-58

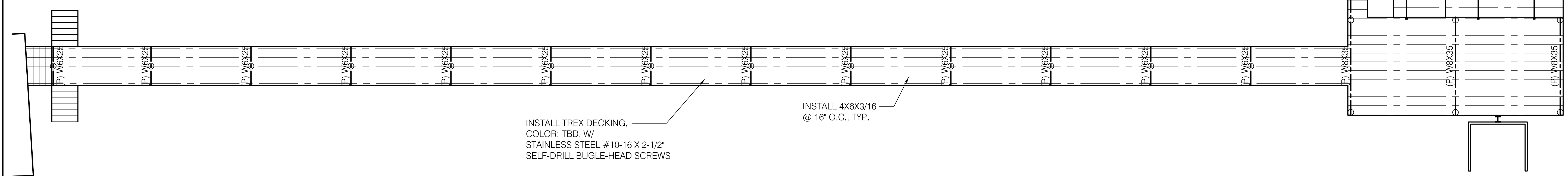
3



NOTES:
1. STEEL PILING SHALL BE INSTALLED WITH A 1000# DROP HAMMER AND DRIVEN UNTIL PILING ADVANCE NO MORE THAN 1/4" PER DROP WHEN HAMMER IS DROPPED FROM SIX FEET. PILING SHALL HAVE A MINIMUM EMBEDMENT DEPTH OF SIX FEET.
2. CONTRACTOR SHALL CONTACT ENGINEER PRIOR TO COMMENCEMENT OF DRIVING PILING AND SHALL KEEP A WRITTEN RECORD OF ALL PILE DRIVING.

1 PILING PLAN

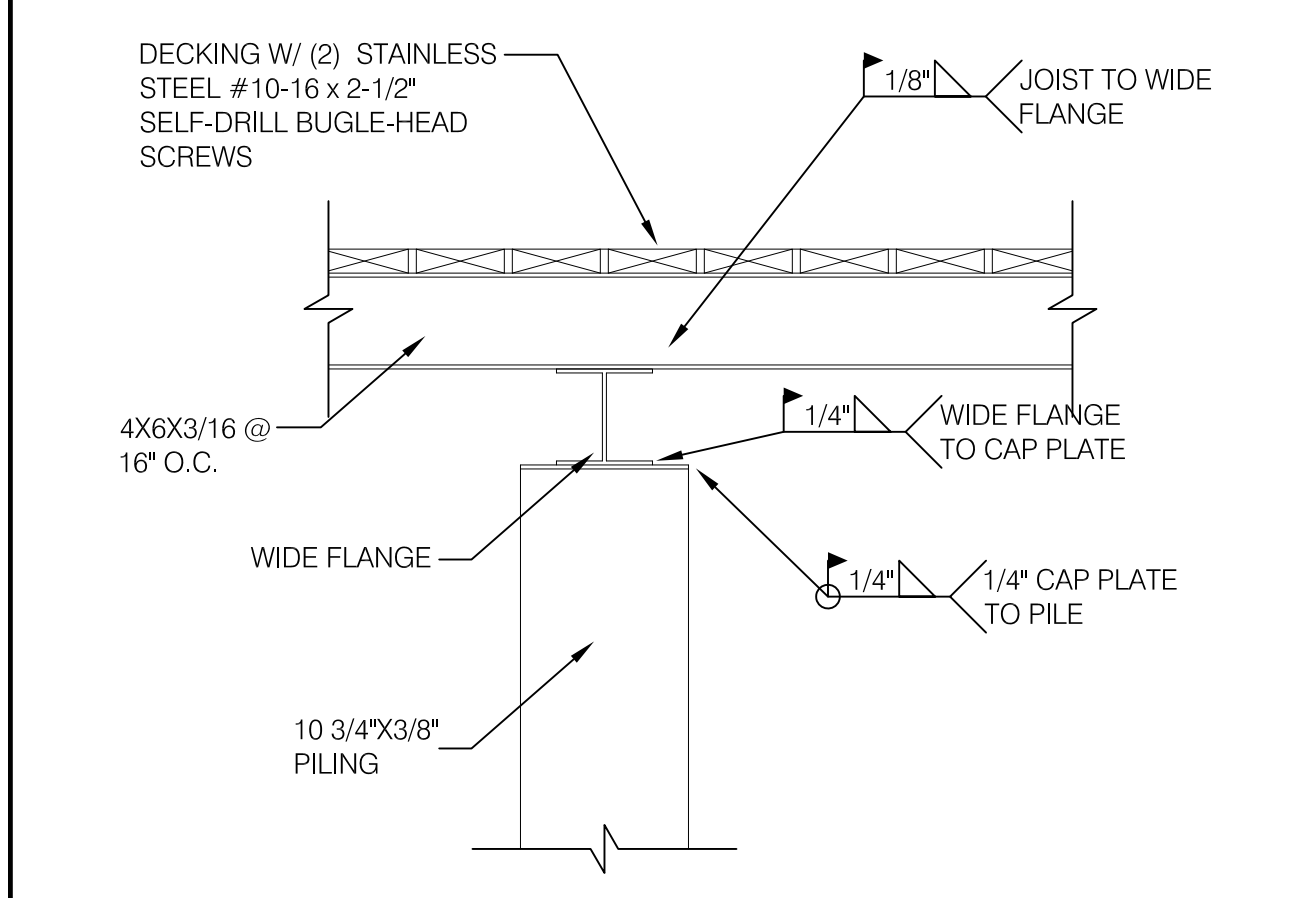
ISSUES AND REVISIONS				
No.	Date	Issue and Revision	By	Check
1	JAN. 18, 2022	TRPA SUBMITTAL	GF	GF



2 FRAMING PLAN

NEW PIER FOR
OLIVER/POND/HOWARD
3230/3240/3250 EDGEWATER DR.
DOLLAR POINT
PLACER COUNTY
CALIFORNIA
APN. 093-072-039, -040 AND
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3 CONNECTION DETAIL, N.T.S.

BUILDING CODE INFORMATION

APPLICABLE CODES	
2019 CALIFORNIA ADMINISTRATIVE CODE	(2019 CAC)
2019 CALIFORNIA BUILDING CODE	(2019 CBC)
2019 CALIFORNIA RESIDENTIAL CODE	(2019 CRC)
2019 CALIFORNIA ELECTRICAL CODE	(2019 CEC)
2019 CALIFORNIA MECHANICAL CODE	(2019 CMC)
2019 CALIFORNIA PLUMBING CODE	(2019 CPC)
2019 CALIFORNIA ENERGY CODE	(2019 CEnC)
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE	(2019 CALGREEN)

DESIGN CRITERIA

1. FOUNDATION DESIGN.
 - 1.1. ALLOWABLE BEARING PRESSURES = 2000 PSF
 - 1.2. THE E.O.R. IS NOT RESPONSIBLE FOR THE ADEQUACY OF THE FOUNDING SOILS.
2. SEISMIC DESIGN
 - 2.1. SITE CLASS = D
 - 2.2. SEISMIC DESIGN CATEGORY = D
 - 2.3. OCCUPANCY CATEGORY = II
3. WIND LOADS
 - 3.1. RISK CATEGORY II
 - 3.2. BASIC WIND SPEED = 120 MPH
4. GRAVITY LOADS
 - 4.1. SNOW LOADS
 - 4.1.1. GROUND SNOW LOAD = 223 PSF
 - 4.2. LIVE LOADS
 - 4.2.1. FLOOR LOAD = 40 PSF
 - 4.3. DEAD LOADS
 - 4.3.1. FLOOR LOAD = 10 PSF

DESCRIPTION
STRUCTURAL PLANS

SCALE 1/8" = 1'-0"
PROJECT NO. B21-58

4

TAHOE REGIONAL PLANNING AGENCY
TRPA RESOLUTION NO. 2023–

RESOLUTION RECOGNIZING FORMER GOVERNING BOARD MEMBER
A.J. “BUD” HICKS, PRESIDENTIAL APPOINTEE

WHEREAS, A.J. “Bud” Hicks has diligently served the people of the United States as the Presidential Board Appointee to the Tahoe Regional Planning Agency from 2018-2023; and

WHEREAS, he has contributed greatly to upholding the bi-state Tahoe Regional Planning Compact and supporting the restoration, protection, and enhancement of Lake Tahoe and its communities; and

WHEREAS, Bud played a pivotal role on the California-Nevada Tahoe Basin Fire Commission to identify and implement constructive changes to policies and practices within the Basin to improve forest management and prevent catastrophic wildfire after the devastating Angora Fire; and

WHEREAS, his exceptional leadership as the Chair of the TRPA Forest Health and Wildfire Committee has significantly contributed to advancing forest health priorities and resilience in the Tahoe Basin while at the same time Bud supported TRPA staff members and offered guidance and mentorship; and

WHEREAS, his remarkable legal expertise and experience in Nevada has been instrumental to the TRPA Legal Committee in implementing the goals and policies of the Lake Tahoe Regional Plan; and

WHEREAS, his pragmatic and collaborative approach has greatly contributed to the improvement of inter-agency and inter-state cooperation and garnered the respect of his Governing Board member colleagues;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Tahoe Regional Planning Agency provides this official proclamation to Bud Hicks to extend its gratitude for his invaluable contributions to the Lake Tahoe Region as his term comes to an end.

PASSED and ADOPTED by the Governing Board of the Tahoe Regional Planning Agency this ___ day of _____, 2023, by the following vote:

Ayes:
Nays:
Absent:

Cindy Gustafson, Chair
Tahoe Regional Planning Agency
Governing Board

AGENDA ITEM NO. VI.A



STAFF REPORT

Date: July 19, 2023
To: TRPA Governing Board
From: TRPA Staff
Subject: Briefing on the Forest Health Program and Emergency response coordination

Summary and Staff Recommendation:

Staff will present an update on the Forest Health program including priority projects, coordination and communication, funding, and capacity needs. This item is for informational purposes and no action is required.

Background:

The Environmental Improvement Program (EIP) is a collaborative partnership of 80+ organizations focused on increasing the pace and scale of restoration to achieve the goals of the Regional Plan. The EIP encompasses federal, state and local government agencies, the private sector, scientists, and the Washoe Tribe of Nevada and California. The EIP Focus Areas are Watersheds and Water Quality, Forest Health, Transportation and Sustainable Recreation, and Science, Stewardship, and Accountability. The Tahoe Fire and Fuels Team (TFFT) and the Multi-agency Coordinating Group (MAC) are collaborative bodies that guide the Forest Health program for the Tahoe Basin. In 2019, the Tahoe Fire and Fuels Team released the Forest Action Plan that outlines a three-pronged approach to increasing pace and scale of forest health work through a focus on large landscapes, utilization of data and technology, and capacity and workforce development.

The TRPA staff update will cover the Forest Health program and the importance of increasing forest health and resilience in a changing climate. Lastly, staff will present future priorities including evacuation coordination in the Tahoe Basin.

Contact Information:

For questions regarding this agenda item, please contact Kat McIntyre, at kmcintyre@trpa.gov



Mail

PO Box 5310
Stateline, NV 89449-5310

Location

128 Market Street
Stateline, NV 89449

Contact

Phone: 775-588-4547
Fax: 775-588-4527
www.trpa.gov

STAFF REPORT

Date: July 19, 2023
To: TRPA Governing Board
From: TRPA Staff
Subject: 2023-2024 Annual Work Plan Update

Summary and Staff Recommendation:

Following the Governing Board strategic planning session in April and the May board discussion, the current Annual Work Plan is being delivered for Governing Board action. Staff will present the major components of the Annual Work Plan and will discuss recent organizational shifts following the leadership change at the Agency. Staff recommends approval of the attached Work Plan.

In order to approve the 2023-2024 TRPA Annual Work Plan, the Governing Board must make the following motion:

- 1) A motion to approve the 2023-2024 Agency Work Plan.

In order for the motion to pass, an affirmative vote of any eight Board members is required.

Contact Information:

For questions regarding this agenda item, please contact John Hester, Chief Operating Officer at jhester@trpa.gov or Julie Regan, Executive Director at jregan@trpa.gov.

Attachment:

- A. 2023-2024 Annual Work Plan

Attachment A

2023-2024 Annual Work Plan

ANNUAL WORK PLAN

TAHOE REGIONAL PLANNING AGENCY

FY 2023-2024



TRPA's work plan supports the overall basin partnership and the goals of the Lake Tahoe Regional Plan. The Dennis T. Machida Memorial Greenway, pictured here, is shown from above on bike-to-school day in June 2023. One of TRPA's key goals is to make Lake Tahoe more bikeable and walkable working in collaboration with partners. Photo courtesy of the California Tahoe Conservancy.



**TAHOE
REGIONAL
PLANNING
AGENCY**

AGENDA ITEM NO. VII.B

Acknowledgements

Governing Board

Tahoe Regional Planning Agency

Cindy Gustafson, Chair
Hayley Williamson, Vice Chair
Francisco Aguilar
Shelly Aldean
Ashley Conrad-Saydah
Jessica Diss
Belinda Faustinos
John Friedrich
Meghan Hays
Alexis Hill
Vince Hoenigman
Brooke Laine
Wesley Rice
James Settelmeyer

Tahoe Metropolitan Planning Organization

Cindy Gustafson, Chair
Hayley Williamson, Vice Chair
Francisco Aguilar
Shelly Aldean
Ashley Conrad-Saydah
Jessica Diss
Belinda Faustinos
John Friedrich
Meghan Hays
Alexis Hill
Vince Hoenigman
Brooke Laine
Wesley Rice
James Settelmeyer
Erick Walker

Tahoe Regional Planning Agency Executive Team

Julie W. Regan, Executive Director
John L. Marshall, General Counsel
John B. Hester, Chief Operating Officer and Deputy Executive Director
Kim Chevallier, Chief Partnerships Officer and Deputy Executive Director
Dan Segan, Chief Science and Policy Advisor
Chris Keillor, Chief Financial Officer
Angela Atchley, Chief Human Resources and Organizational Development Officer
Marja Ambler, Senior Executive Assistant and Clerk to the Governing Board

Tahoe Regional Planning Agency Department Directors

Ken Kasman, Research and Analysis Department Director
Wendy Jepson, Permitting and Compliance Department Director
Kat McIntyre, Environmental Improvement Department Director
Nick Haven, Transportation Improvement Department and Metropolitan Planning Organization Director
Sarah Underhill, Communications Department Director

Updated July 2023

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Executive Director Transmittal

Dear Tahoe Regional Planning Agency (TRPA) Governing Board Members and members of the public:

It is my pleasure to present the agency’s 2023-2024 Annual Work Plan. This guiding document represents strategic priorities endorsed by the Governing Board in May of this year that were developed in collaboration with the Governing Board, staff, and partner agencies.

The work plan provides a near-term framework for the advancement of environmental threshold goals to preserve, restore, and enhance Lake Tahoe’s irreplaceable environment while improving local communities. Elements of this plan are also a reflection of transitions and changes happening throughout the Tahoe Basin. As our local communities and the nation transition from the COVID-19 pandemic response, TRPA and many of our partner organizations are experiencing transitions in leadership, as well as new and returning board members.

You’ll notice the 2023-24 work plan also delineates how core activities connect to other mandates and funding sources. It shows how the agency is set to capitalize on synergy between funding sources and priorities, such as new California affordable housing grants that will augment the Tahoe Living strategic priority to expand workforce housing opportunities in the region. The work plan also presents an organizational structure that establishes complementary relationships between planning and implementation, mandates and collaboration, and operations and partnerships.

Looking back on a decade of measured progress flowing from the 2012 Lake Tahoe Regional Plan, the work plan is also part of an ongoing process to improve and coordinate performance agency wide. New performance measures, including those in this document, will be used in monthly and annual reports to ensure continued transparency and accountability.

This renewal of the agency’s work plan is coming at a critical time for the lake and our communities. The Lake Tahoe Region is experiencing the deepening impacts of climate change, greater wildfire risk, more extreme weather patterns, the growing threat of aquatic invasive species, and the widespread impacts of an affordable housing crisis. I believe in TRPA’s ability to cooperatively lead the basin forward to meet these challenges and look forward to implementing this work plan with your support.



Sincerely,

A handwritten signature in black ink that reads "Julie W. Regan". The signature is written in a cursive, flowing style.

Julie Regan, Executive Director

Annual Work Plan Overview

TRPA operates in a highly dynamic and complex bi-state environment. Many factors influence TRPA's Compact-mandated and federally legislated roles in setting threshold standards; preparing and implementing the Regional Plan, Regional Transportation Plan/Sustainable Communities Strategy, Water Quality Management Plan, and Code of Ordinances; and implementing projects and programs. These include:

1. Internal factors that can be addressed directly within the Basin (e.g., the amount and type of development); and
2. External factors that must be recognized and can only be addressed on a limited basis (e.g., the size of the population outside the Basin and their desire for recreation, climate change, etc.).

This Annual Work Plan addresses both types of factors through the three strategic priorities identified by the TRPA Governing Board at their April 2023 workshop and May 2023 board meeting.

- The **Tahoe Living** strategic priority specifies how we can work with local governments to create *Complete Communities* that provide housing for all, an appropriate mix of uses to support vibrant, walkable, transit-friendly neighborhoods, and the necessary infrastructure to protect our unique and precious environment.
- The **Keeping Tahoe Moving** strategic priority addresses the transportation system for *Complete Communities* and for the millions from outside the Basin who visit the Lake Tahoe Region annually.
- The **Restoration and Resiliency** strategic priority continues and accelerates environmental and transportation improvement programs to restore our environment and better prepare the region for climate resiliency.

The remainder of this overview section provides a summary of the Bi-State Compact mandates, the Federal and State transportation planning and water quality management planning mandates, and the role of this Annual Work Plan. The sections that follow describe each strategic priority, TRPA's organizational structure, operations departments and programs, partnership departments and programs, and the finance and administration, human resources and organizational development, and legal support functions.

Bi-State Compact Mandates

As illustrated in the figure below, the Bi-State Compact that established TRPA requires the Governing Board to (1) adopt Threshold Standards and (2) a Regional Plan and Code to achieve and maintain the Threshold Standards it has adopted. The transportation planning mandate in the Compact is also addressed through the federal and state transportation planning mandates discussed below.



The Bi-State Compact also mandates implementation of the Regional Plan through adoption and administration of ordinances, rules, and regulations, as well as the inclusion of projects, proposals, and time schedules for implementation. Thus, like many federal, state, and local government plans, the Lake Tahoe Regional Plan is implemented through both (3) regulatory actions such as development and redevelopment permitting and compliance and through (4) projects and programs that are funded predominantly by the public through various implementation partners with significant private sector participation (i.e., the Environmental Improvement Program).

Federal and State Transportation Planning Mandates

Federal law established the Tahoe Regional Planning Agency Governing Board, with the addition of a representative from the USDA Forest Service, as the Metropolitan Planning Organization (MPO) Governing Board for the Lake Tahoe Region, thus making it responsible for the regional transportation plan, transportation improvement program, and federal transportation grants administration. In recognition of the significant visitor population in the Lake Tahoe Region, the U.S. Congress also designated the Region as a large MPO. This designation has increased both the level of federal funding and MPO responsibilities.

California law requires all MPOs to prepare a sustainable community strategy (SCS) along with the regional transportation plan (i.e., the RTP/SCS). California law also designates MPOs as the Regional Transportation Planning Agency (RTPA) for their respective areas of jurisdiction in California, increasing funding to the region (e.g., funding for transit agencies like Tahoe Transportation District and Placer County to implement the RTP/SCS and associated transit plans). TRPA effectively addresses the dual Compact and federal/state transportation planning mandates through preparation and update of the RTP/SCS. Per California state law, the SCS must also show that the Region has the capacity and the zoning in place to address regional affordable housing needs. TRPA's unique land use planning and permitting authority also allows it to holistically address the relationship between land use (the source of the demand for transportation) and transportation (the system to meet the demand).

Water Quality Management Planning Mandate

To protect and enhance the unique environment of the Lake Tahoe Basin, the California and Nevada Governors, with approval by the US Environmental Protection Agency (US EPA), designated TRPA as the areawide planning agency for the Tahoe Region under Section 208 of the Clean Water Act. In this role, TRPA is responsible for the Lake Tahoe Water Quality Management Plan. The Lake Tahoe Water Quality Management Plan (also known as the 208 Plan or WQMP) is a framework that sets forth the components of the water quality management system in the Lake Tahoe Region, the desired water

quality outcomes for the Tahoe Basin, and the mechanisms adopted by all the relevant entities to achieve and maintain those outcomes.

The WQMP complements and supports both States and local jurisdictions with implementation of the 2011 US EPA approved Lake Tahoe Total Maximum Daily Load (TMDL) to restore Lake Tahoe’s water clarity. It is organized to reflect the water quality management plan elements required by regulations at 40 C.F.R. Section 130.6, which implements Sections 208 and 303(e) of the Clean Water Act.

Role of the Annual Work Plan

This Annual Work Plan includes a description of the strategic priorities in the next section of this document, as well as the core activities which are assigned to the Operations and Partnerships departments, programs, and their staff members as described in later sections of this document. The Annual Work Plan is, in part, implemented through the Annual Budget which allocates financial resources to carry out the annual program of tasks and activities. It is also implemented through the Finance and Administration, Human Resources and Organizational Development, and Legal support functions in the agency which are included in final sections of this document.



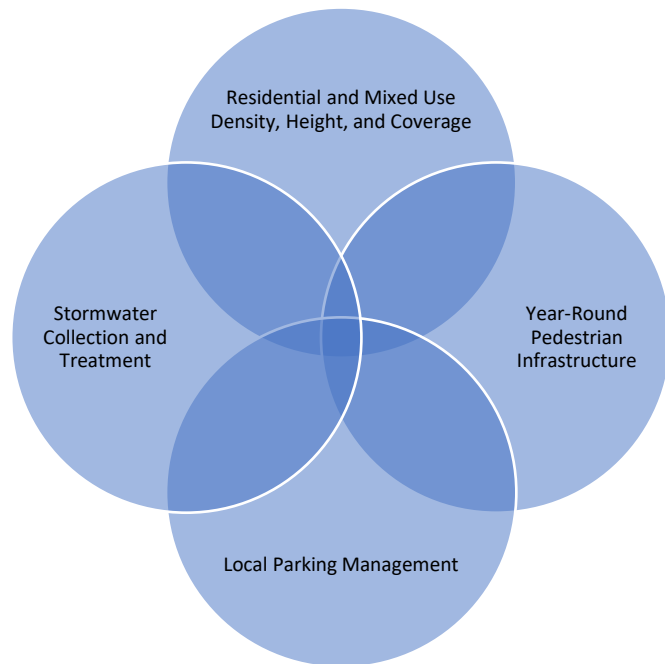
TRPA Strategic Priorities

Tahoe Living

Strategic Priority Description

This strategic priority implements the housing and community revitalization goals of the Regional Plan. Specifically, it will develop region-wide strategies that most effectively deliver the needed housing and walkable, compact development identified in the Regional Plan, Regional Transportation Plan/Sustainable Communities Strategy, and local housing needs assessments. Further, additional community revitalization strategies identified through other initiatives or in the day-to-day administration of the Regional Plan will be addressed as part of the initiative (e.g., Town Center redevelopment, mixed-use requirements, etc.). Working closely with the Tahoe Living Housing and Community Revitalization Working Group (TLWG), TRPA will focus on the following activities in Fiscal Year 2023-2024:

- Update TRPA **Development Standards** including density, height, and coverage to encourage deed-restricted multi-unit, compact residential development in the vicinity of town centers and walkable neighborhoods. This *Complete Communities* approach will identify specific standards for residential and mixed-use development in town centers and nearby neighborhoods to encourage smaller affordable units, concentrate growth in walkable areas with year-round pedestrian infrastructure, provide the necessary stormwater systems where there is increased impervious coverage, and reduce the regional development footprint and greenhouse emissions.



Complete Communities

- Launch an **Equity and Climate Assessment** of key TRPA policies such as the growth management system, conversion and transfer of development rights, mitigation fees, and project review policies. This assessment will inform the update of the region’s land use and growth management system to ensure that social and racial equity and climate preparedness are integrated into underlying policies. Outcomes could include but are not limited to ensuring that the incentives and disincentives surrounding the use of remaining, limited pools of development rights align with achieving regional workforce housing goals, and that mitigation requirements consider changing needs such as the impact of luxury development on

limited development sites. Code updates associated with this task are anticipated to be developed over the next three years.

- Complete a **pre-application environmental review for infill multi-family development** that contributes to achieving the regional housing need and to achieving and maintaining environmental thresholds. The pre-application environmental review is anticipated to be completed in fiscal year 2025.
- Develop and begin use of a **Community Engagement and Capacity Building Plan** to support broad and in-depth engagement of the community from conception of policy changes to implementation. The Community Engagement and Capacity Building Plan will both build capacity in local communities as well as within regional agencies to build trust and improve two-way communication. This will include incorporating training opportunities for members of disadvantaged communities, agency staff, decision-makers, and other community groups to support mutual relationships between these groups and empower regional agencies and local communities to build and advance their knowledge. This will also include development of mapping and visualization tools to support community engagement, and other community engagement activities and templates.
- **Establish and report data** that can be used to measure progress toward regional housing goals and help the TLWG make recommendations and the Governing Board make decisions related to policies. Updates to housing data will be included in the online Climate Resilience Dashboard (www.laketahoeinfo.org).
- **Develop updated recommendations** for TRPA Governing Board approval. Recommendations may include TRPA policy changes and/or recommendations for further partnering on collaborative strategies. The table below shows the updated TLWG priority actions based on input received in 2022 and 2023.

Timeframe	Action
Near Term	Accessory dwelling units (completed)
	Density for Tourist conversion to Residential (completed)
Medium Term	Town Center, Town Center vicinity, and Mixed Use and Residential density, height, and coverage development standards for deed-restricted multi-family and accessory dwelling units.
Long Term	Small homes
	Commercial conversion to residential
	Public lands
	Scaling development rights to include equity and climate update of TRPA programs
	Permitting and mitigation fees to include equity and climate update of TRPA programs

Strategic Priority Process

The strategic priority activities and respective processes for recommendation and approval are summarized in the table below. Any new performance metrics that may be identified will be integrated into updated performance measures and reports.

Strategic Priority Activity	Recommendation and Approval Process			
	Tahoe Living Working Group (TLWG)	TRPA Advisory Planning Committee (APC)	Regional Plan Implementation Committee (RPIC)	TRPA Governing Board (GB)
Development standards code amendments	R	R	R	A
Pre-application environmental review for Multi-Family	Co	Ce		A
Development rights and scaling	R	R	R	A
Community Engagement and Capacity Building Plan	Co	Co		Co
Area plans development and amendments		R	R	A

Notes: R = recommendation, Ce = certification, Co = consultation, I = informational, and A = approval

FY 2023/20243 Strategic Priority Activities

During the next fiscal year, the tasks listed below are anticipated to be completed. They are also referenced in the responsible department performance measures tables. The target dates are tentative, subject to additional timing recommendations by the Working Group.

Task	Recommendation & Approval Bodies	Target Date
Development standards code amendments	Advisory Planning Commission (recommendation)	September 2023
	Regional Plan Implementation Committee (recommendation)	October/November 2023
	Governing Board (approval)	December 2023

Keeping Tahoe Moving

Strategic Priority Description

This strategic priority includes the following transportation planning and implementation activities:

- **Sustainable Funding** activities will build on the momentum of the recent Bi-State Consultation on Transportation and focus on securing new transportation funding across multiple sectors utilizing the “7-7-7” shared funding strategy. This work will involve increasing the success of new funding

requests and programs through aligned priorities and active support across the federal, state, and local levels, as well as the private sector. This initiative will continue to investigate new sustainable funding sources with partners and bring forward research and recommendations to TRPA committees and the Governing Board as appropriate.

- The **Vision Zero Safety Strategy** aims to eliminate all traffic fatalities and severe injuries. Underlying the Vision Zero strategy is a systemic approach to achieve a safe transportation system.
- The **Active Transportation Plan update** will include a range of bicycle and pedestrian transportation improvements designed to support residents and visitors who may be interested in walking, biking, or rolling as a viable mode of transportation. This also supports the *Complete Communities* concept. The plan will incorporate natural surface trails ([Tahoe Regional Trails Plan](#)), related trailhead and transportation needs, coordinate these new mobility options, and update complete streets policy recommendations.
- The **Public Participation Plan** update will further outreach as outlined in the recent Transportation Equity Study and it is an important requirement of TRPA role as the MPO. TRPA has developed specific policies and procedures for consulting partners and engaging the public through the existing *Public Participation Plan (PPP)* (<https://www.trpa.gov/wp-content/uploads/documents/archive/2/2019-Public-Participation-Plan-FINAL.pdf>). The PPP emphasizes coordination with underserved and underrepresented groups and the utilization of both new technology and conventional in-person communication to maximize public participation and engagement. It will also broadly inform agency-wide public outreach efforts.
- **Destination Stewardship Plan Implementation** will include continuing collaboration on the significant and growing impact of recreational users throughout the greater Lake Tahoe region. This will also involve use of new data and models (i.e., “big data”) to better understand total visitation and travel patterns which will support destination stewardship implementation efforts and provide valuable information for updating the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).
- **Corridor Plans** will complement the next RTP/SCS update and destination stewardship planning. Active corridor planning projects include the SR 28 Corridor Management Plan and implementation of the SR 89 Recreation Corridor Plan. TRPA will continue working with partner agencies to complete the next phases of planning and environmental analysis for the Cascade to Meeks Trail.
- The scope of the **2025 RTP/SCS Update** will be determined partly in response to the first Transportation Performance Report, adaptive management recommendations, and *Complete Communities* concepts. The report will evaluate vehicle miles traveled (VMT) reduction targets. TRPA is also providing resources to employers through the Commute Tahoe program, encouraging employees to bike, walk, and carpool to work. This will include collection of employee travel pattern data which will be used for transit service planning, as well as for VMT and travel demand analyses for the 2025 RTP/SCS.
- **Accelerating RTP Implementation** will be achieved through administration of the regional grants program, preparation of updated of transportation improvement programs, supporting the Tahoe Transportation Implementation Committee, and related activities with partners such as the Tahoe Transportation District and other implementers.

Strategic Priority Process

The strategic priority activities and respective processes for recommendation and approval are summarized in the table below. In addition, destination stewardship planning will eventually include updating recreation thresholds, and technical improvements will also be made to transportation monitoring and performance measures in an adaptive management framework to support the new VMT standard.

Strategic Priority Activity	Recommendation and Approval Process				
	Transportation Performance Technical Advisory Committee (TPTAC)	Tahoe Transportation Implementation Committee (TTIC)	Environmental Improvement, Transportation and Public Outreach (EITPO) Committee	Tahoe Transportation Commission (TTC)	TRPA/TMPO Governing Board (GB)
Sustainable funding ¹		I	I	I	I
Vision Zero Safety Strategy ²		E	E		E
Active Transportation Plan update ²		E	R		A
Public Participation Plan ²			R	O	A
Destination Stewardship Plan Implementation ^{2,3}					E
Corridor Plans ^{1,2}		E	E, R ⁴	O	A
2025 RTP/SCS Update ²	E	E	R		A
Accelerating RTP Implementation ¹		E	R	O	A

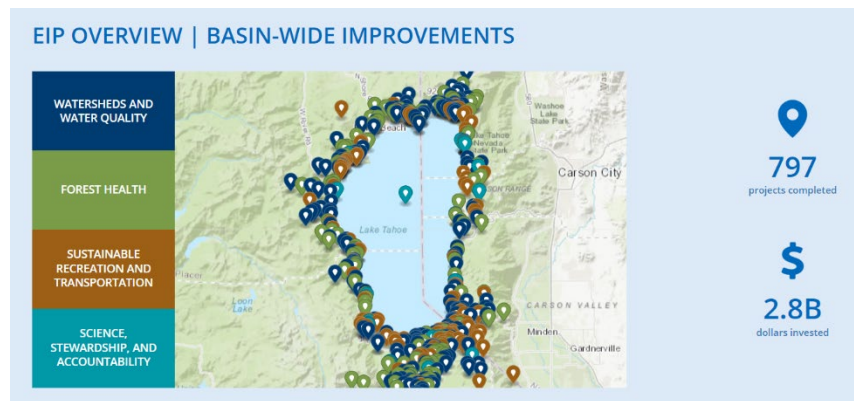
Notes: A = approval, E = endorsement, I = informational, O = optional endorsement, R = recommendation

1. Related information is included in the Transportation Improvement Department section of this document.
2. Related information is included in the Regional Planning Department section of this document.
3. Related information is included in the Partnerships section of the document.
4. Depends on what agency is the lead on the specific corridor plan.

Restoration and Resiliency

Strategic Priority Description

The Environmental Improvement Program (EIP) has a proven track record of success over 27 years. This bi-state, cross-boundary restoration partnership has implemented nearly 800 projects to improve the environmental and economic health of the Tahoe Basin.



To continue the program’s success and to keep pace with new threats, partners must increase the pace and scale of implementation of the EIP. This priority provides a multi-pronged approach to accelerate program implementation to build resilience to climate change and achieve environmental thresholds.

This strategic priority includes the following activities:

- **Cutting the Green Tape:** EI Department staff will continue collaborating with partner agencies to identify permitting efficiencies, improve interagency coordination, and propose process or regulatory changes for permitting environmentally beneficial projects. Staff will convene and lead a multi-agency Cutting the Green Tape Working Group and will develop a Roadmap to Restoration that will outline the permitting processes associated with EIP projects for easy reference and transparency amongst all partners. A priority list of large, multi-agency projects will be developed. Additionally, TRPA staff will facilitate a Cutting the Green Tape Workshop with state-wide reps from the California Department of Fish and Wildlife and the California State Water Quality Control Board.
- **EIP Funding Efficiencies and Capacity Building:** TRPA staff will work with the USDA Forest Service to expand the distribution of federal Lake Tahoe Restoration Act (LTRA) funds by executing agreements with non-federal partners to deliver EIP projects. This process will include financial and reporting training for all participants. Additionally, TRPA staff will streamline funding allocations to EIP partner agencies and address critical requirements including TYC surveys and EIP permitting. Lastly, staff will continue to pursue long-term sustainable funding for underfunded EIP focus areas such as sustainable recreation, transportation, and science and stewardship.
- **Increased Engagement with Private Sector in EIP:** TRPA staff will establish new and stronger relationships with new EIP partners such as ski resorts, hotels, refuse centers, and private parcel owners in neighborhoods. In conjunction with the Permitting and Compliance Department, staff will review private development projects to determine if there are possibilities to mitigate

impacts, incorporate community benefits into projects, and to secure additional private funding for the EIP. Also, staff will update the TRPA Initial Environmental Checklist to ensure EIP program areas and priorities are considered (e.g., the checklist will be updated to ensure projects do not promote the spread or increase in invasive species infestations).

- **Environmental Improvement Program Performance Measures Update:** EIP performance measures are integral to monitoring and assessing success as it relates to EIP implementation. Staff, in conjunction with EIP working groups, will update Aquatic Invasive Species, Watersheds and Water Quality, and Forest Health performance measures to ensure work accomplished is tied to long-term goals. These updated performance measures will be provided to the Tahoe Interagency Executive Steering Committee (TIE-SC) for their consideration in updating TRPA threshold standards.
- **Incorporation of Climate Resilience into TRPA Priorities:** TRPA staff will incorporate climate resilience through a new climate resilience dashboard and implementation of the Tahoe Climate Resilience Action Strategy.
- **Engagement in California and National Landscape Stewardship Networks:** TRPA staff will continue to participate in networks of similar landscape-scale stewardship collaboratives to increase shared learning and problem-solving with other practitioners.

FY 2023-2024 Strategic Priority Activities

During the next fiscal year, the tasks listed below are anticipated to be completed.

Deliverable	Recommendation and/or Collaboration Body(ies)	Target Date	Approval Body	Target Date
Develop a Roadmap to Restoration for EIP Projects.	TIE SC, EIP Coordinating Committee	3.31.24	N.A.	N.A.
Execute LTRA Funding Agreements between TRPA and non-federal implementors.	TIE SC, EIP Coordinating Committee, EIP Working Groups	10.30.23	N.A.	N.A.
Streamline internal contracting with agency partners.	TRPA Finance staff, Operations Committee	6.30.24	N.A.	N.A.
Review opportunities to connect private development projects permitted by the Permitting and Compliance Department to the EIP, including updating the IEC Checklist.	N.A.	6.30.24	N.A.	N.A.
Complete AIS, Watersheds and Water Quality, and Forest Health EIP performance measure update recommendations.	EIP Working Groups TIE Steering Committee	12.31.23	N.A.	N.A.
Complete EIP projects climate resilience dashboard.	N.A.	6.30.24	N.A.	N.A.

TRPA Organization

An organization is much more than the work it does and its formal organizational structure. An organization is reflected by its culture which is defined by its shared values and beliefs.

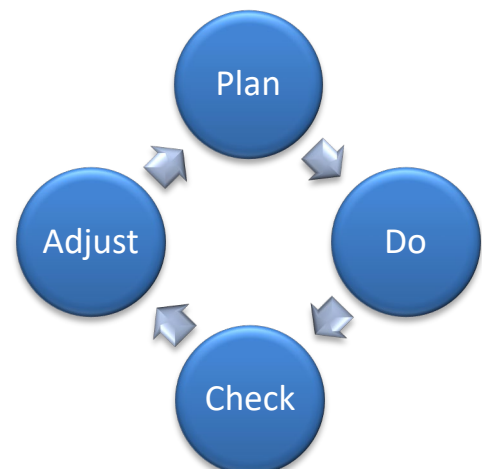
Organizational Culture

The TRPA organizational culture can be described in many ways and in much greater detail, but the following characteristics summarize key shared values and beliefs the organization strives to embody.

- **Mission Driven** – Lake Tahoe is truly a national and international treasure. Members of the TRPA organization have a strong and deep commitment to restoring and enhancing the environment of Lake Tahoe, to improving the communities that surround it, and to improving the interactions people have with the Lake and its communities.
- **Continuous Improvement** – TRPA recognizes that change is constant and to remain effective it must constantly change. TRPA understands this requires continuing to question how it operates, searching for and embracing new and better approaches, and evaluating the outcomes from the changes it makes to identify new opportunities for improvement.
- **Collaboration and Partnership** – Today, more than ever in TRPAs history, the challenges we face as a region (e.g., climate change) are complex and require collaboration with partners outside the geographic boundaries of the Tahoe Region and beyond the authority of any single entity. TRPA acknowledges and embraces collaboration as essential to address the complex, systemic issues we face.
- **Committed to Diversity, Equity, and Inclusion** – TRPA works at the nexus of environmental and social issues in the Lake Tahoe Basin. TRPA is committed to institutionalizing diversity, equity, and inclusion principles through a thoughtful, ongoing process, and to addressing social justice issues through its work in the Region.

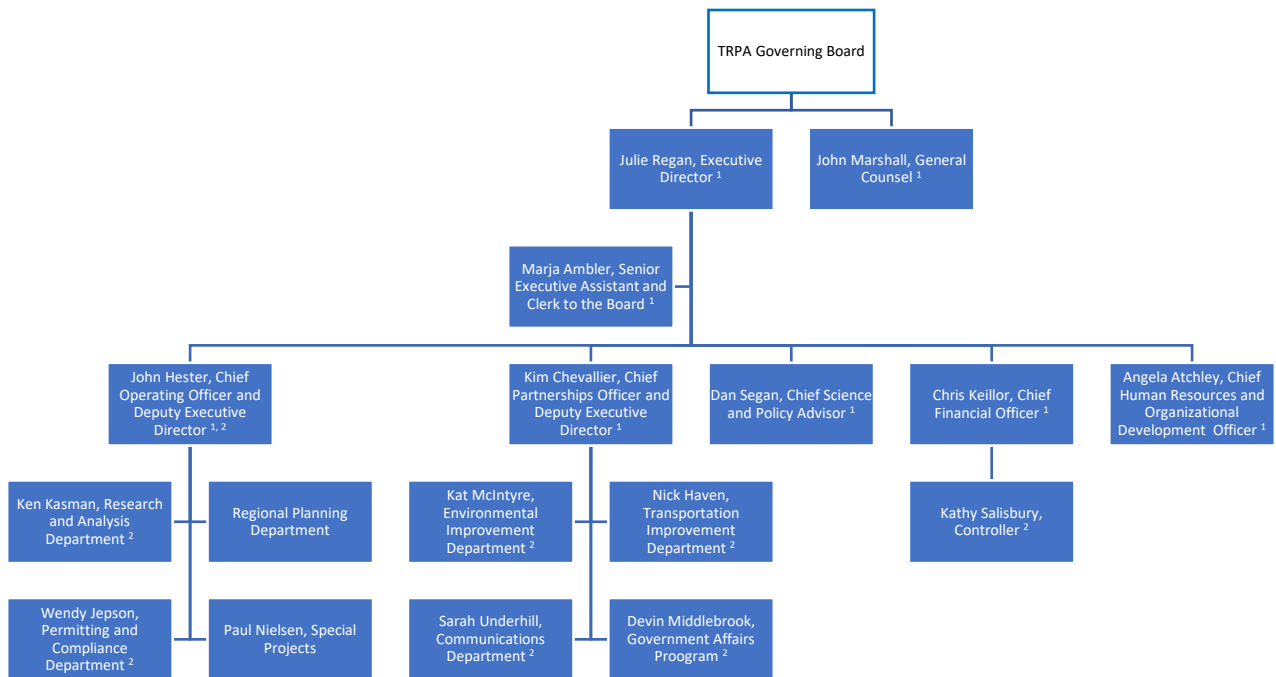
Organizational Structure

Based on its organizational culture and the strategic priorities and core activities for which it is responsible, TRPA has embraced an adaptive management or continuous improvement “plan-do-check-adjust” model for its organizational structure. The TRPA departments and programs are organized to reflect this adaptive management model. The Research and Analysis Department, in coordination with the Chief Science and Policy Advisor, is responsible for setting threshold standards that essentially act as the goals or desired outcomes for the “plan” function, and for measuring actual outcomes (i.e., the “check”



function) to identify when it is necessary to “adjust.” The Regional Planning Department represents the “adjust” and “plan” functions. The Permitting and Compliance Department and the Environmental Improvement Department both perform the “do” function. TRPA uses this same concept on an ongoing basis to administratively “adjust” the day-to-day operations of the Agency, and on a longer-term basis for the Governing Board to “adjust” the focus of the agency through the Annual Work Plan, Annual Budget, and multi-year strategic planning. This is also the same concept underlying the ongoing threshold evaluations and regional planning process.

The formal organization chart below illustrates the application of the adaptive management model. The operations functions include those mandated for TRPA by the Bi-State Compact and as the designated Metropolitan Planning Organization and Water Quality Management Planning Agency. The partnerships functions include those conducted primarily through collaboration with external partners and that are necessary for effective communications and relationships with the public and other TRPA stakeholders.



Notes:

1. Executive Team members are shown with a superscript number one (¹). Operations Group members are shown with a superscript number two (²).

Executive Work Plan



Executive Director, General Counsel, Chief Operating Officer, Chief Partnerships Officer, Chief Science and Policy Advisor, Chief Financial Officer, Chief Human Resources & Organizational Development Officer, and Senior Executive Assistant/Clerk of the Board.

The executive functions include implementing the policy direction from the Governing Board, as well as supporting the operation of the Governing Board and Advisory Planning Commission; representing the agency with partner organizations, other stakeholders, and the public; and managing the organization to achieve the results delineated in the agency strategic direction, annual work plan, and annual budget while continuing to develop the staff and other organizational resources to achieve these results. The Executive Director is also responsible for coordinating and collaborating with the General Counsel. The Chief Science and Policy Advisor is responsible for coordinating with the Bi-State Tahoe Science Advisory Council and ensuring that appropriate scientific rigor is applied in all TRPA policy-making activities including the updating the threshold standards, Regional Plan, Regional Transportation Plan/Sustainable Communities Strategy, Water Quality Management Plan, Code of Ordinances, Environmental Improvement Program, and related activities.

Core Activities

- **Governing Board Support** – This includes ongoing preparation of monthly meeting agendas and packets, technical and clerical support for the meetings, and records related to Board operations (e.g., preparation of minutes, and maintenance of documents and online information), as well as new member orientation.

- **Advisory Planning Commission Support** - This includes ongoing preparation of monthly meeting agendas and packets, technical and clerical support for the meetings, and records related to Planning Commission operations (e.g., preparation of minutes, and maintenance of documents and online information), as well as new member orientation.
- **Agency Representation** – This includes multiple activities at which the Executive Director represents TRPA and the agency’s regional interests. Examples include serving as co-chair of the Tahoe Basin Interagency Executives Steering Committee, representing TRPA at the annual Tahoe Summit, making presentations to the legislative committees and staff for California, Nevada, and Congress, as well as regular meetings like the monthly meeting with the League to Save Lake Tahoe executive staff.
- **Strategic Planning** – This includes preparing for and conducting an annual Board strategic planning session. At that session the five-year strategic objectives, annual priorities, and initiatives are reviewed and updated by the Governing Board. Other topics of strategic importance to the success of the agency (e.g., funding sources, financial strategy, etc.) may also be included.
- **Annual Work Plan** – Working primarily with the Operations and Partnerships staff, the Annual Work Plan is prepared to reflect the requirements from agency mandates (e.g., Compact mandates, MPO requirements) and from funding entities (e.g., grant deliverables), and the Board priorities from the strategic planning session.
- **Annual Budget** – Based on available resources, the Finance and Administration staff work with other agency staff to prepare an annual budget to implement the annual work plan to the degree possible, as well as to fund other agency needs (e.g., building bond repayments, auto and boat fleet replacement and maintenance, etc.).
- **Science and Policy Coordination and Advice** – This work includes overseeing the update and periodic reporting on the Bi-State Compact mandated threshold standards including related amendments to the Regional Plan and Code of Ordinances. This also includes oversight of select agency monitoring and reporting programs conducted by staff and through consultants. Participates with staff in the development and update of performance measures used to evaluate policies and programs. Acts as agency Liaison with the Tahoe Science Advisory Council.
- **Legal Matters** – TRPA’s General Counsel and the legal team support Agency staff in aligning work programs with the Goals & Policies of the Regional Plan and as required by the Tahoe Regional Planning Compact.

Coordination of Agency Administration and Support – This includes activities (e.g., coordination of agency executive and management assistants to support meetings, coordination with the Facilities Manager to manage meeting room reservations and set-up, etc.) to ensure efficient and effective day-to-day operations of the agency.

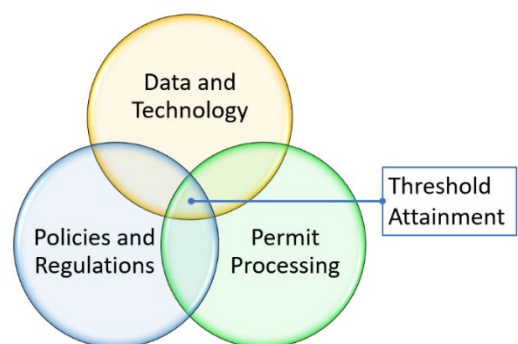
Performance Measures

Measure	2023-2024 Target
Conduct an annual strategic planning retreat for the Governing Board to review and update as necessary, the agency strategic objectives, strategic priorities, and core activities.	3.31.24
Prepare an Annual Work Plan to meet the requirements the agency must meet per the Compact and MPO mandates and to reflect Board priorities from the strategic priority setting retreat.	5.1.24
Prepare an Annual Budget to meet the requirements for funding organizations and that reflects the Annual Work Plan.	7.1.24

Operations Work Plan

Operations is primarily focused on and responsible for the mandated planning and related functions specified in the Bi-State Compact, and the Metropolitan Planning Organization and Water Quality Management Planning Agency designation mandates. It works with and is complemented by the Partnerships departments and programs which are primarily focused on implementation and related functions. Operations departments include Research and Analysis, Regional Planning, and Permitting and Compliance. The Special Projects Manager is assigned to key projects throughout the Agency as needed and funded.

The synergy between the departments and their functions is depicted in the adjacent graphic. Research and Analysis supports Regional Planning in developing and updating policies and regulations by providing data and technology (e.g., Geographic Information System maps and analyses, transportation modeling). Similarly, the Permitting and Compliance Department utilizes information and technology (e.g., Lake Tahoe Info parcel tracker, permit tracking software) provided by the Research and Analysis Department for permit processing. In return, both the Permitting and Compliance Department and the Regional Planning Department provide updated data to the Research and Analysis Department for measuring and reporting progress on threshold standards and other performance measures. The Research and Analysis Department has the same relationship with the Partnerships departments and programs (e.g., Environmental Improvement Department Lake Tahoe Info EIP project tracker). The Agency is striving to make the same information (e.g., Lake Tahoe Info data, etc.) available to the public online to clearly link to the Regional Plan policies and threshold standards and to ensure transparency.



Research and Analysis Department

The **Research and Analysis Department** supports the core functions of the agency, monitors environmental conditions, builds TRPA’s systems and platforms, creates and



Research and Analysis Department Staff.

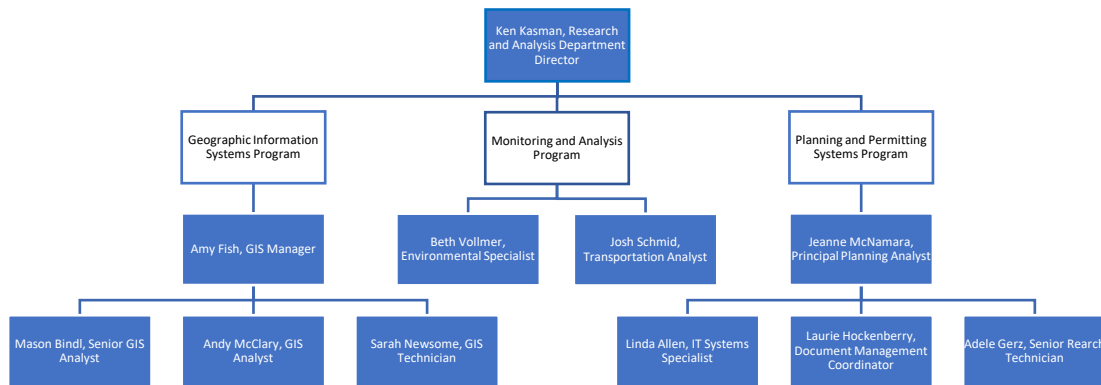
maintains agency data, and analyzes information needed for policy development and decision making.

Department: Research and Analysis - 11 FTE funded through general fund and special grant from State of Nevada (digitization project).	
Regional Data Hub: Support agency reporting and produce data dashboards to summarize relevant information.	
Expected Outcome	<ul style="list-style-type: none"> • Improved transparency and accountability for TRPA • Timely and relevant reporting: annual and monthly reports produced on schedule. • Regional dashboard(s) that provide decision makers and stakeholders with key performance indicators for the agency, appropriate regional information from TRPA sources, U.S. Census Bureau data, and appropriate information from other sources.
GIS and Database Management and Analysis: R&A provides GIS analyses, data visualizations, and “self-help” applications for internal and external customers. The department maintains GIS databases, performs QA/QC of data, updates GIS-related data, and manages TRPA’s relational database management systems.	
Expected Outcome	<ul style="list-style-type: none"> • Self-help systems and tools that enable staff, partners, and the public to access data and create maps as needed. • TRPA GIS systems and databases updated and maintained at least quarterly with the latest available information. • Tahoe Boating App updated annually to ensure accurate information for the public. • GIS maps and data updates for the 2023 Threshold Evaluation
LakeTahoeInfo.org development and maintenance: Maintain and update the LakeTahoeInfo.org platform.	
Outputs	<ul style="list-style-type: none"> • Continue development of the LakeTahoeInfo.org platform, lead continued improvements to the EIP Project Tracker, Parcel Tracker and other LakeTahoeInfo.org tools including language translation.

	<ul style="list-style-type: none"> • Maintain all Watersheds and Water Quality Program related systems, and support reporting requests. • Prepare the Threshold Dashboard on Lake Tahoe Info for the upcoming 2023 Threshold Evaluation. • Integrate local jurisdiction permit history and project approval data into the Parcel Tracker on LakeTahoInfo.org. • Support the new climate resilience dashboard updates to the Sustainability Dashboard. • Support the mooring registration system and ongoing maintenance.
Expected Outcome	<ul style="list-style-type: none"> • 2023 Threshold Evaluation Report that provides relevant and accurate information to evaluate the effectiveness of the Regional Plan and recommendations for plan/policy changes. • LakeTahoInfo.org maintained including accurate and relevant information to ensure transparency and accountability. • Threshold Dashboard prepared to support the 2023 Threshold Evaluation Report.
TRPA File Digitization: Lead the conversion project for legacy TRPA records to create digital documents and digitize stored information for inclusion in GIS, databases, and LT Info records.	
Outputs	<ul style="list-style-type: none"> • Oversee scanning contractor providing the conversion of legacy TRPA records to digital records and lead the data entry process to digitize stored information for inclusion in the GIS, databases, and LT Info records. • Enter data from newly issued permits into the Parcel Tracker on LakeTahoInfo.org
Expected Outcome	<ul style="list-style-type: none"> • Estimated 20,000 TRPA records scanned by contractor, data entry for estimated 20,000 records into TRPA databases. • Trips and VMT from visiting TRPA offices for file requests reduced as additional files are made available electronically. • Data entered through permit outtake (audit, scan, and data entry into Parcel Tracker) for all acknowledged permits issued by Permitting and Compliance and all completed projects following security return within 60 business days of TRPA action.
Transportation Data Support: Support the data needs of TRPA’s transportation planning program.	
Outputs	<ul style="list-style-type: none"> • Support transportation planning and environmental analysis, including primary data analysis, transportation data collection, and transportation modeling and forecasting.
Expected Outcome	<ul style="list-style-type: none"> • Deliver the first transportation measures report, required by the VMT threshold update, by the end of calendar year 2023. • Collect and organize base year data and develop forecast assumptions for the upcoming 2025 Regional Transportation Plan. • Provide analysis of travel demand, use and visitation patterns, and other research questions using new data from the Replica/Big Data tools.
Field Monitoring: Conduct field monitoring of environmental threshold indicators.	
Outputs	<ul style="list-style-type: none"> • Field monitoring data collection for stream health, wildlife, noise, air quality, and bike/pedestrian travel, and coordination with internal/external partners for the collection and analysis of other monitoring data. • Administration of monitoring contracts with outside/partner agencies.

	<ul style="list-style-type: none"> Data and analyses, and assistance with indicator reporting and editing of the 2023 Threshold Evaluation report.
Expected Outcome	<ul style="list-style-type: none"> Field monitoring that supports data needs to evaluate effectiveness of EIP projects and aids with future project prioritization. Completed, effective, and accurate field monitoring data at identified sites based on standard protocols to inform threshold evaluation stream surveys, SEZ condition assessments, noise monitoring, wildlife surveys, air quality analyses and site maintenance, and bicycle and pedestrian counts.

Department Organization and Positions



Regional Planning Department



Regional Planning Department Staff.

The Regional Planning Department includes two programs: **Housing and Community Revitalization**, and **Transportation Planning**. It is the lead for two of the three strategic priorities: **Tahoe Living** and **Keeping Tahoe Moving**.

The **Housing and Community Revitalization Program** is for responsible implementation of

the **Tahoe Living** strategic priority, as well as core activities including preserving existing housing by updating and monitoring TRPA’s deed-restriction program; providing a “Housing Ombudsperson” role to help facilitate affordable/workforce housing projects; support for local government area plan development and amendments; update of the TRPA Regional Plan, Code of Ordinances, and Rules of Procedure; environmental document review and coordination; and special projects. The **Transportation Planning Program** is responsible for most components of the **Keeping Tahoe Moving** strategic priority as well as **core activities** that include integrated, intermodal regional and corridor planning; coordinated

project tracking and financial management; transportation system performance analysis and tracking; and MPO Transportation Program administration and outreach.

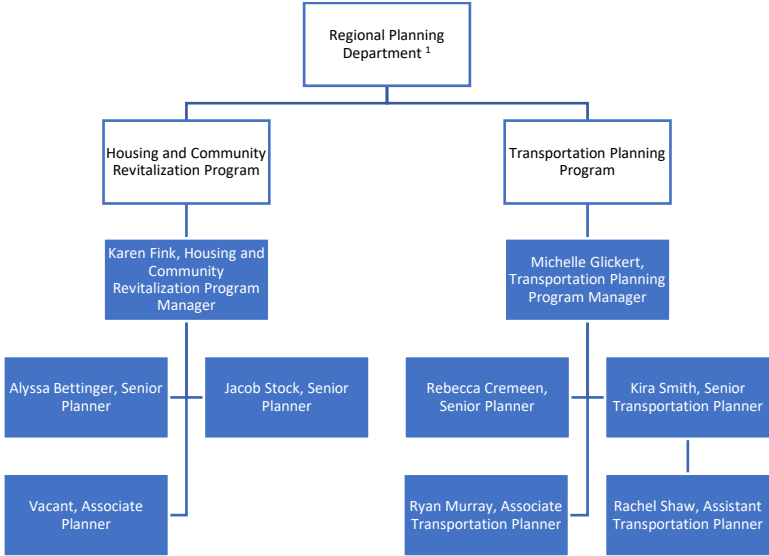
Department Organization and Positions

Department: Regional Planning - 10 FTE (program total) funded by general fund and grant (REAP), MPO Planning Grant & LTRA – USFS Agreement	
Tahoe Living Housing Strategic Priority	
The Tahoe Living Housing and Community Revitalization Strategic Priority implements the Regional Plan vision to create walkable, sustainable communities with sufficient housing to support the regional workforce.	
Outputs	<ul style="list-style-type: none"> • Two code amendment packages for approval (Housing Phase 2, Climate Code amendments) • Completed toolkits and trainings on new code amendments • Through RFP process, contract with consultants for Community Engagement and Capacity Building Plan; and Equity and Climate Assessment and Update of TRPA Programs
Expected Outcome	<ul style="list-style-type: none"> • Code incentives in place to make affordable, moderate and achievable housing more financially feasible. • 10 percent increase in rate of residential units submitted under affordable, moderate, achievable and multi-family project applications from previous year.
Preserving Existing Housing by managing TRPA’s approximately 250 existing deed-restrictions, updating the deed-restriction program to improve compliance, and, through the Tahoe Living Housing and Community Revitalization Strategic Initiative, developing a long-term program for mitigating displacement of residents and housing loss.	
Outputs	<ul style="list-style-type: none"> • Through third-party contractor, process compliance forms for all five operational deed-restricted “achievable” units and audit 10 percent of deed-restricted affordable/moderate/achievable units for compliance with existing deed-restrictions. • Investigate and pursue enforcement cases as appropriate.
Expected Outcome	<ul style="list-style-type: none"> • 85 percent compliance rate for deed-restrictions issued prior to 2018 • 100 percent compliance rate for deed-restrictions issued after 2018
Housing Ombudsperson – this role includes developing resources for housing project applicants, including homeowners building accessory dwelling units (ADUS). The Housing Ombudsperson helps applicants understand the Code of Ordinances, creates fact sheets, web pages, and other tools to make it easy to navigate application systems, and answers questions related to housing projects. This	

role may also assist the Permitting and Compliance Department with “planner on call” and with permitting some ADU and multi-family projects.	
Outputs	<ul style="list-style-type: none"> • Assist Permitting Department with issuing 2 ADU permits • Public-outreach materials and web page on new housing codes
Expected Outcome	<ul style="list-style-type: none"> • 2 Conditional ADU permits issued. • 10 percent increase in rate of residential units submitted under affordable, moderate, achievable and multi-family project applications from previous year.
<p>Regional Plan administration and Code maintenance - Periodic policy and ordinance amendments are part of TRPA’s adaptative management approach. This task may include updates to permit processing, monitoring, reporting, or land use regulations, as well as serving in an advisory capacity for agency staff, external partners, and the public. Housing and Community Revitalization staff work with other departments and partners to identify, develop, and process such amendments. For policy amendments that do not fall under an existing initiative, staff will facilitate a planning process and prepare recommendations as needed for the Regional Plan Implementation Committee and Governing Board. For fiscal year 2023-2024 there are four priority focus areas for Regional Plan amendments: (1) housing, (2) climate adaptation and sustainability, (3) mixed-use, (4) permitting process improvements and non-substantive, technical corrections.</p>	
Outputs	<ul style="list-style-type: none"> • Prepare two code amendment packages for approval (Housing Phase 2, Climate Code amendments) • Other code amendment packages as needed
Expected Outcome	<ul style="list-style-type: none"> • Code incentives in place to facilitate affordable, moderate and achievable housing
<p>Area Plan, Plan Area Statement, and Community Plan amendments - Area plans are prepared and adopted by local governments to reflect more detailed local aspirations within the framework of the Regional Plan. Area plans update and replace the older plan area statements and community plans. Regional Planning Department staff support local government development and adoption of new or amended area plans by providing technical assistance and serving in an advisory capacity.</p>	
Outputs	<ul style="list-style-type: none"> • Process jurisdiction-initiated area plan amendments twice annually (i.e., July 1 to December 31 and January 1 to June 30 of the fiscal year). • Streamline area plan review process.
Expected Outcome	<ul style="list-style-type: none"> • Better implementation of Regional Plan Goals • 10 percent increase in rate of residential units submitted under affordable, moderate, achievable and multi-family project applications over previous year.
<p>Housing Coordination and Collaboration – In addition to leading the Housing and Community Revitalization Strategic Initiative described above, TRPA supports and staff participate in the South Tahoe Housing Partnership, Washoe Tahoe Housing Partnership and Mountain Housing Council, staff supports the TRPA Local Government and Housing Committee as it addresses housing issues, and staff</p>	

works with local governments and other partners on housing-related issues. Staff also serve on various committees and boards as a representative of TRPA.	
Outputs	<ul style="list-style-type: none"> Attending partner meetings, engaging on partner work products such as Housing Needs Assessments, the Economic Summit, the Envision Tahoe Plan.
Expected Outcome	<ul style="list-style-type: none"> Strong partnerships that support a network of organizations and agencies working together to complete multi-pronged efforts to meet regional goals
<p>Keeping Tahoe Moving Strategic Priority - Most Keeping Tahoe Moving Strategic Priority activities are included in the programs below. Additional tasks are assigned to the Partnerships Transportation Improvement Department and Government Affairs Manager.</p>	
<p>Integrated, intermodal regional and corridor transportation planning - includes administering the Regional Transportation Plan; transit planning and funding support, coordination, analyses, and grants oversight; bicycle and pedestrian planning (Active Transportation Plan); transportation demand management (TDM) activities; air quality conformity, monitoring and data analysis; transportation data collection and forecasting; and corridor planning coordination.</p>	
Outputs	<ul style="list-style-type: none"> Initiation of 2025 RTP/SCS, Updated Active Transportation Plan, Vizion Zero Safety Strategy, and Public Participation Plan.
Expected Outcome	<ul style="list-style-type: none"> Increase in biking and walking trips with a new framework for equitable public outreach, alignment on e-bike policies, active and safe transportation infrastructure design standards.
<p>Transportation System Evaluation and Performance – Evaluating the transportation system includes an assessment of progress toward achieving the Regional Transportation Plan goals, benchmarking, and tracking vehicle miles traveled (VMT) per capita over time, and continuing a performance driven planning, funding and project selection process as part of an adaptive Performance Management Framework. Additional evaluation of the Transportation System Management Operations will be conducted to ensure we are maximizing technology to advance operations and supporting basin wide evacuation coordination.</p>	
Outputs	<ul style="list-style-type: none"> Transportation Performance Management Report Assessment of Transportation System Management Operations
Expected Outcome	<ul style="list-style-type: none"> A data driven needs assessment driving the vision for the 2025 RTP/SCS.
<p>Transportation program administration and outreach - This includes the development and ongoing management of the annual MPO budget and work program, support of boards and other stakeholders, and California Transportation Development Act and MPO public outreach</p>	
Outputs	<ul style="list-style-type: none"> Final FY 23/24 OWP, Amendments as needed and quarterly progress reports.

Expected Outcome	<ul style="list-style-type: none"> Efficient OWP development with consolidated amendments for approved OWP for FY23/24 and staff time efficiencies with the incorporation of the OWP into the Annual Work Plan.
<p>Environmental document review and coordination - Many partner organizations submit plans that require more detailed environmental review and comments. In addition, most TRPA projects and plans require some level of environmental analysis, often involving the engagement of a consultant. For different subject area expertise, TRPA staff review and coordinate with consultants and project proponents. This includes engagement on the Regional Transportation Plan.</p>	
	<ul style="list-style-type: none"> Comments and engagement on approximately 5 environmental documents
	<ul style="list-style-type: none"> Completed environmental review documents that facilitate board and public understanding of the projects and potential impacts and benefits



The Regional Planning Department Program Managers report directly to the Chief Operating Officer/Deputy Executive Director.

Permitting and Compliance Department



Permitting and Compliance Department staff.

Environmental Threshold Standards are achieved and maintained in part through projects built by private investors and developers. The Permitting and Compliance Department reviews, permits, and inspects private projects in a timely and consistent manner to serve the public and help facilitate environmental improvement and economic investment in Lake Tahoe communities. The department is also responsible for compliance activities both on land and water. This department is comprised of five programs: **Customer Service, Permitting, Compliance, Local Government Coordination, and Special Projects**. The departmental programs implement the **core activities below**.

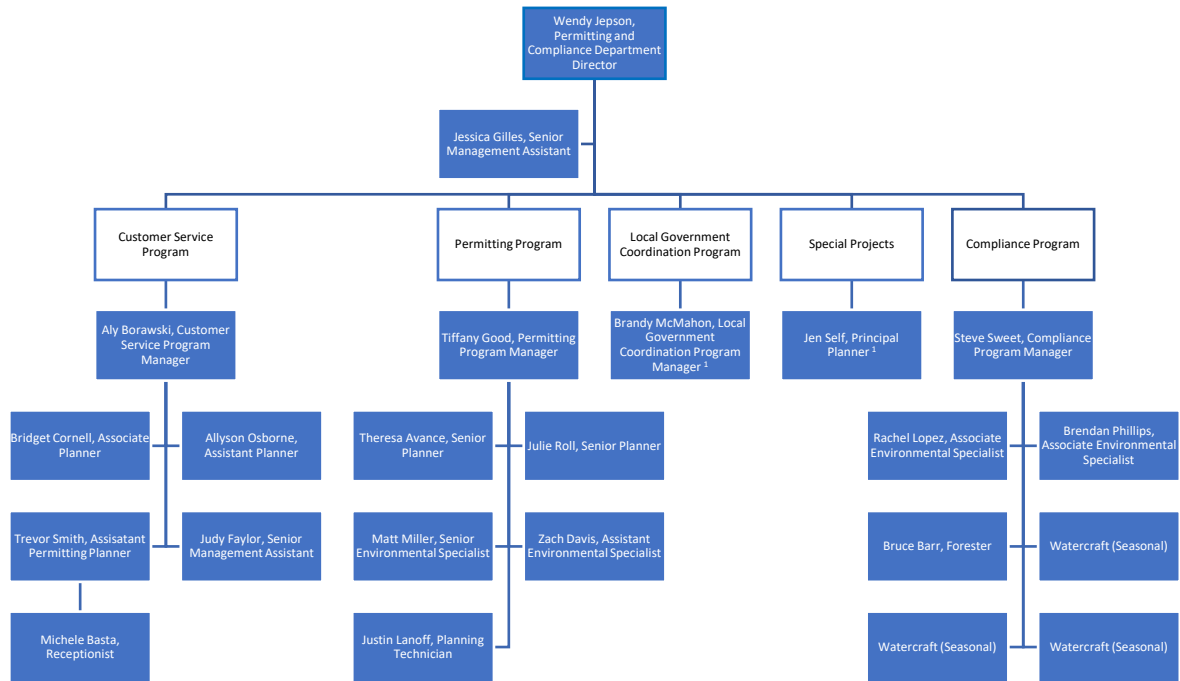
Department: Permitting and Compliance	
Permitting Program: The Permitting Program is one of five programs in the Permitting and Compliance Department. The Permitting Program processes applications for permits in the Region as mandated in the Bi-State Compact consistent with the adopted Threshold Standards, Regional Plan, Code of Ordinances, and Rules of Procedure. The Permitting Program staff review, permit, and inspect private projects in a timely and consistent manner to serve the public and helps facilitate environmental improvement and economic investment in Lake Tahoe communities.	
Inputs	25 FTE (department total) funded by general fund, application fees, shoreline enforcement, and watercraft grant
Outputs	<ul style="list-style-type: none"> • Process 1100 development project applications including pre-development applications • Process 75 shoreline applications • Process 45 development right applications • Accounting and Tracking - Provide accounting and tracking to support transfers of development rights that result in environmental improvements consistent with the adopted Regional Plan • Efficiency - Reduce the length of staff reports while enhancing content for all types of applications • Shoreline Implementation - Implement 2018 Shoreline Plan
Expected Outcome	<ul style="list-style-type: none"> • All applications reviewed for completeness within 30 days or less • Minor applications reviewed within 15 days or less for completeness • All applications approved or returned for corrections within 120 days or less for all complete applications including those applications reviewed by staff, Hearing Officer, and TRPA Governing Board • Minor applications that are complete upon submittal approved within 40 days • Continue to fulfill implementation obligations including maintaining programs and systems to track, register, and permit existing moorings, new moorings, piers, and other development projects in the shorezone. • Implementation includes shoreline enforcement, monitoring, and reporting
Compliance Program: The compliance program uses inspection, monitoring, securities, and enforcement to ensure projects and activities comply with the TRPA Regional Plan, TRPA Code of Ordinances, and memorandums of understanding (MOUs). Primary responsibilities include code enforcement both on land and water , physical inspection of permitted projects, MOU monitoring, shorezone implementation, and BMP inspection and enforcement. Code Compliance assures compliance both by encouraging voluntary compliance and by following progressive steps, including legal action for Ordinance violators. Compliance inspects projects in a timely and consistent manner to serve the public and help facilitate environmental improvement and economic investment in Lake Tahoe communities.	
Outputs	<ul style="list-style-type: none"> • Inspections – Maximize permit compliance by providing prompt and thorough pre-grade inspections and by effectively tracking permits during construction. • Complaints – Minimize the time required to resolve complaints.

	<ul style="list-style-type: none"> • Compliance – Quickly and effectively resolve and abate any problems associated with code violations. • Tree removal permitting – Conduct tree evaluations and issue tree removal permits in a timely manner. • Enhanced BMP enforcement – In coordination with the TRPA Stormwater Program and local jurisdictions, increase BMP enforcement by targeting highest priority BMP non-compliance properties. • Watercraft enforcement – Effectively enforce TRPA watercraft rules through outreach and education. • Partnerships – Collaborate with partner entities to facilitate and support their code administration activities and help them implement the Regional Plan and Code through approved memoranda of understanding. • Memoranda of understanding (MOU) and area plan monitoring – Monitor local government compliance with adopted area plans per approved MOUs, as well as compliance with other MOUs, and provide MOU compliance information for inclusion in appropriate reports (e.g., Local Government Coordination Report) that address area plan performance. • Continue to improve customer service, communication, and efficiency – Streamline compliance workflows and reports in Accela and implement remote applications for electronic tracking and recording of field inspections. • Performance measures – Continue to update Code Compliance performance measures to be in line with new streamlined processes.
Expected Outcome	<ul style="list-style-type: none"> • Pre-grade inspections complete or scheduled within 3 days of request. • final inspections complete within 15 days of request during construction season. • Grading exception applications reviewed within 3 days of request. • MOU Compliance audits are completed by November 30 each year. • Tree removal permits issued within 2 weeks of submitted application. • 4 Compliance training sessions complete within the year.
<p>Local Government Coordination Program implements the Regional Plan by supporting and coordinating with local governments and other partner agencies. Its components include preparation and execution of memoranda of understanding (MOUs) to issue permits consistent with adopted area plans including training; improvement and coordination of permitting across jurisdictions; participation in annual auditing and reporting; and the ongoing area plan certification and biennial allocation distribution processes.</p>	
Outputs	<ul style="list-style-type: none"> • Memoranda of Understanding (MOU) – Maintain MOUs with local jurisdictions and provide guidance on implementation. • Auditing – Coordinate annual residential and area plan audits. • Allocation Distribution – Coordinate biennial allocation distribution to local jurisdictions. • Local Government Report – Prepare an annual report that describes local jurisdiction and Agency progress in adopting and implementing area plans and includes area plan and residential audit results.

Expected Outcome	<ul style="list-style-type: none"> • Prepare an annual Local Government Report summarizing progress in implementing the program.
<p>Customer Service Program: Customer service components include managing application intake and the 30-day completeness review of applications, general public phone calls and emails, minor applications, appointments, and the front lobby. The program works with the public to ensure that projects in the region, as mandated in the Bi-State Compact, are consistent with the adopted Threshold Standards, Regional Plan, Code of Ordinances, and Rules of Procedure.</p>	
Outputs	<ul style="list-style-type: none"> • Review 1,200 applications per year for completeness, ensuring the 30-day application completeness review timeline is met. This includes working with applicants on missing checklist items and assisting them in completing each component needed for application review. Managing each application, intake review emails, and document retention. • Responding to 2,500 emails per year that are emailed to the general TRPA email for general permitting questions. • Responding to 3,500 phone calls that are received on the general TRPA phone line. Assisting the public with general permitting and planning questions on parcels, project areas, and regionally. • Maintain relevant FAQ webpage based on most common questions received. • Processing of 400 minor applications that include simple projects, verifications, determinations, and declarations. • Welcome guests to the TRPA office lobby. Assist them with questions, direct them to online resources, and take names and information to work with a planner by phone or appointment. • Implement process improvements to assist with the application processing at TRPA.
Expected Outcome	<ul style="list-style-type: none"> • All applications reviewed for completeness within 30 days or less. Minor applications reviewed for completeness within 15 days. • All general emails responded to within 2 working days. • All general phone calls responded to within 2 working days. • Minor applications processed within 40 days once complete. • Make it easier for applicants and planners to apply for and process applications.
<p>Program 5: Special Projects includes developing, implementing and completing permitting process and customer services improvements.</p>	
Outputs	<ul style="list-style-type: none"> • Develop and implement improvements identified and endorsed by the TRPA Governing Board in the Permitting Process Improvement Action and Implementation Plan. (i.e., shared forms and templates, procedural manual, dedicated project review teams, streamlined QE and minor application process, etc.) • Prepare and receive approval of Code of Ordinance, Rules of Procedure, and Fee Schedule amendments to support the plan mentioned above. • Develop and implement a revenue/expense monitoring plan for application review. • Develop customer tools and other media to better educate the community about environmental review and regulations, development potential, and permitting processes in the Lake Tahoe Basin.

	<ul style="list-style-type: none"> • Implement technology improvements to create consistent, electronic application processing.
Expected Outcome	<ul style="list-style-type: none"> • A completed list and source documents of all forms, templates, resources, and checklists needed to prepare and review project applications. • Activation of dedicated project teams for application reviews. • A well-organized permitting procedural manual for staff and the general public. • Implementation of a new minor project application and review process. • Improved processing time of QE declarations. • Prepared and approved Code of Ordinances, Rules of Procedure and Fee Schedule amendments to support the Permitting Improvement Project. • An assigned dedicated customer service planner responsible for managing public inquiries. • An updated tracking and monitoring plan for application revenue and expenses. • Improved online tools and web media to help the public navigate through the permitting process.

Department Organization and Positions



* In addition to the staff in the Permitting Program, these staff also process permits.

Partnerships Work Plan

The Partnerships Team builds and maintains relationships with key partner organizations, elected officials, stakeholders, and the public. Collaboration, communication, and transparency drives the work of this team to advance TRPA goals. It includes the Environmental Improvement Department, the Transportation Improvement Department, the Communications Program, and the Government Affairs Program which are described below. The Chief of Partnerships Officer/Deputy Director is responsible for this team.

Environmental Improvement Department

The Environmental Improvement Department provides collaborative leadership and administration of the **Lake Tahoe Environmental Improvement Program (EIP)**. The EIP is a collaborative partnership of 80+ organizations focused on increasing the pace and scale of restoration to achieve the goals of the Regional Plan. The EIP encompasses federal, state and local government agencies, the private sector, scientists, and the Washoe Tribe of Nevada and California. Focus Areas include Watersheds and Water Quality, Forest Health, Transportation and Sustainable Recreation, and Science, Stewardship, and Accountability. Under the EIP, 80+ partners work together in a collective impact model to set priorities, develop financing strategies, implement projects, and track results of the program. TRPA serves as the backbone agency in the partnership to convene, facilitate, and align partners to achieve program results.

The Department is also responsible for three internal programs that implement the **Environmental Improvement Program: Forest Health, Aquatic Invasive Species, and Watersheds and Water Quality**. The department is the lead on the **Restoration and Resiliency** strategic initiative and is responsible for the core activities listed below.



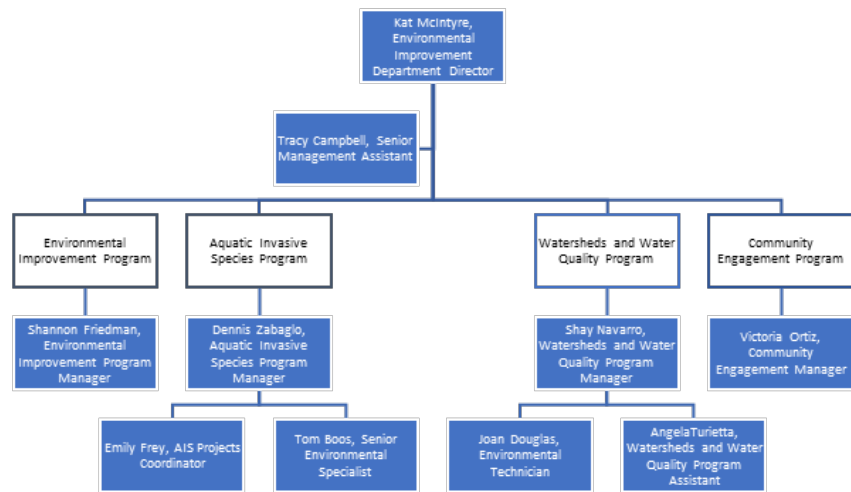
Environmental Improvement Department staff.

Department: Environmental Improvement - 10 FTE (department total) funded by general fund, federal and state grants, boat inspection fees, and permitting fees.	
Environmental Improvement Program (EIP) leadership: Lead, manage and support the bi-state regional collaborative program through convening and facilitation of the EIP governance structure. This includes the Tahoe Interagency Executive Steering Committee, the EIP Coordinating Committee, and the EIP Working Groups. Through this structure, the EIP partnership implements the Lake Tahoe Regional Plan to accelerate threshold attainment.	
Outputs	<ul style="list-style-type: none"> • Coordinate and Convene EIPCC. • Coordinate and convene EIP Working Group retreat. • Work with EIP partners to develop coordinated funding proposals to support the goals of the EIP. • Determine funding gaps and work with partners to seek out new funding streams. • Lead the development of the Lake Tahoe Restoration Act EIP priority project list and annual report to Congress. • Manage and track mitigation funds collected from Permitting and Compliance projects and release to local jurisdictions for use on EIP projects. • Provide financial and accomplishment tracking of the EIP. This includes providing oversight, management, and quality control of data entered by EIP partners in the online EIP Project Tracker. • Work with the TRPA communications team and EIP partners to develop outreach materials, press releases and articles, and project reports. • Organize tours of EIP projects for the public, elected officials, and other agencies.
Expected Outcome	<ul style="list-style-type: none"> • Yearly report of EIP accomplishments for congressional delegation. • Yearly LTRA priority project list and funding needs. • Increased awareness of the EIP and EIP projects basin wide. • Increased pace and scale of EIP projects.
Forest Health Program Management: Supports implementation of Lake Tahoe’s Forest Action Plan to ensure projects are compliant with TRPA Forest Health regulations and Basin priorities and coordinated through the Tahoe Fire and Fuels Team (TFFT).	
Outputs	<ul style="list-style-type: none"> • Coordination of Lake Tahoe Restoration Act priority project list. • Convening, coordinate, and facilitate TFFT. • Execute funding agreements with USFS and non-federal partners. • Provides streamlined review and permitting of forest health projects. • Reviews and updates TRPA vegetation regulations and thresholds • Serve in a leadership capacity on the National Wildland Fire Mitigation and Management Commission and on the Federal Advisory Committee for the Collaborative Forest Landscape Restoration Program.
Expected Outcome	<ul style="list-style-type: none"> • Coordinated implementation of forest health priority projects across partners and the Basin.

	<ul style="list-style-type: none"> • Make progress towards Forest Action Plan goals and accelerate threshold attainment. • Facilitate increased pace and scale of forest health treatments.
<p>Aquatic Invasive Species Program Management: Leads the collaborative region-wide program to prevent new, control existing, and monitor aquatic invasive species (AIS) in the region.</p>	
Outputs	<ul style="list-style-type: none"> • Serve as the designated lead and fiscal agent of the federally approved AIS management plan. • Implement the AIS Watercraft Inspection Program in partnership with inspection contractor. • Conduct regular surveys to detect the presence of quagga or zebra mussels. • Provide strategic direction and implement and manage contracts for AIS control projects identified in the AIS Implementation Plan and AIS Action Agenda. • Track AIS reduction and/or spread to demonstrate progress on achieving goals stated in the AIS Action Agenda and the AIS Thresholds. • Implement education and outreach programs for the public to prevent the introduction and spread of AIS. • Print and distribute bilingual AIS materials. • Serve in a leadership capacity for the Aquatic Nuisance Species Task Force Federal Advisory Committee, the Western Regional Panel on Aquatic Nuisance Species (Chair), and National Invasive Species Awareness Week Planning Committee.
Expected Outcome	<ul style="list-style-type: none"> • Coordinated implementation of AIS priority projects across partners and the Basin. • Progress towards goals outlined in the AIS Action Agenda and threshold attainment. • Facilitate increased pace and scale of AIS treatments and projects. • No new aquatic invasive species detected in the Region.
<p>Watersheds and Water Quality Program Management: Coordinates region-wide watershed restoration and implements a regional water quality program to reduce stormwater pollution to Lake Tahoe in accordance with the TMDL.</p>	
Outputs	<ul style="list-style-type: none"> • Coordinate with Tahoe Living strategic priority to integrate state of the art stormwater treatment into policy proposals. • Convene EIP partners to prioritize watershed restoration projects for funding and to accelerate progress towards regional goals. • Convene, coordinate, and facilitate Tahoe Watershed Implementation Group (TWIG). • Collaborate with local governments and the Stormwater Quality Implementation Committee (SWQIC) to support TMDL implementation and make progress towards water quality threshold attainment. • Pursue funding for and coordinate area-wide stormwater treatment and green infrastructure project planning and implementation.

	<ul style="list-style-type: none"> • Provide customer service, education and outreach, technical assistance, project review, permitting, and on-site inspections to ensure property owners meet TRPA water quality requirements. • Oversee Best Management Practices (BMP) compliance, accounting, and tracking.
Expected Outcome	<ul style="list-style-type: none"> • Coordinated planning and implementation of priority projects across partners and the Basin. • Secured funding for area-wide stormwater treatments and green infrastructure projects. • Increased BMP compliance, accounting, and tracking. • Increased in number of property owners in compliance with TRPA water quality requirements. • Local jurisdictions meet TMDL established milestones.
<p>EIP Environmental Review and Project Permitting: Work with EIP Partners in project planning and development to ensure the best project design and compliance with TRPA Regional Plan Goals and Policies and the Code of Ordinances.</p>	
Outputs	<ul style="list-style-type: none"> • Issue EIP Permits • Coordinate, convene, and facilitate the Cutting the Green Tape Working Group. • Collaborate with agency partners on project design and planning to meet TRPA Regional Plan Goals and threshold attainment. • Coordinated implementation of priority projects across partners and the Basin. • Internally cross train staff in EIP permitting. • Convene and co-lead Regional Trails Strategy Working Group. • Coordinate projects and partner MOUs.
Expected Outcome	<ul style="list-style-type: none"> • Increased threshold attainment and climate resiliency. • Established Cutting the Green Tape Working Group and associated materials including a charter and Roadmap to Restoration. • Increased pace and scale of EIP projects Basin-wide.

Department Organization and Positions



Transportation Improvement Department



TRPA coordinates the implementation of the Regional Plan and Regional Transportation Plan (RTP) through strong regional partnerships. This is accomplished by overseeing regional funding allocations and tracking, aligning efficient project delivery, and building implementation capacity across the Lake Tahoe Basin. In addition to working with the Regional Planning Department to administer the regional funding tracking tools (Federal

Transportation Improvement Program – FTIP, and Laketahoeinfo.org Transportation Tracker), the Transportation Improvement Department works closely with implementation partners to coordinate project delivery, develop discretionary grant applications, provide technical support, and review transportation system performance toward regional goals. New sustainable transportation funding to realize the envisioned transportation system in the RTP remains a priority for the Lake Tahoe Region. The shared funding commitment (7-7-7 Strategy) across Federal, State, and Local/Private sectors was advanced at the end of 2022 and the Transportation Improvement Department will continue to track the 7-7-7 funding secured over time. In addition, TRPA will continue to coordinate the regional partnership working to monitor the 7-7-7 commitment, and work toward establishing new sources of ongoing revenue.

Department: Transportation Improvement - 2 FTE funded by general fund and MPO planning grant.	
Sustainable Funding - This includes tracking and reporting on regional transportation funding, continuing to support the regional funding partnership, and building capacity region-wide to accelerate the delivery of RTP projects.	
Outputs	<ul style="list-style-type: none"> 7-7-7 funding quarterly reports, convening the funding partnership, development of capacity building tools and services to support partners.
Expected Outcome	<ul style="list-style-type: none"> Accelerated achievement of regional transportation goals. More funding for transportation projects through new revenue, enhanced capacity and successful grant applications and funding requests.
Accelerating RTP Implementation - This includes administering the TRPA Regional Grant Program, convening of the Tahoe Transportation Implementation Committee (TTIC) to provide a venue for	

implementation coordination and alignment, maintaining the FTIP and Transportation Tracker (LakeTahoeinfo.org), supporting corridor management plan implementation (Hwy 89 & SR 28).	
Outputs	<ul style="list-style-type: none"> Enhanced and frequent partner engagement, TTIC meetings and assignments, and RGP funding awards, FTIP and Transportation Tracker amendments/updates.
Expected Outcome	<ul style="list-style-type: none"> Quality TTIC meetings and alignment on project sequencing/timing, projects advanced with new RGP funding, corridor projects efficiently advancing toward construction.

Program Organization and Positions



Communications and Government Affairs



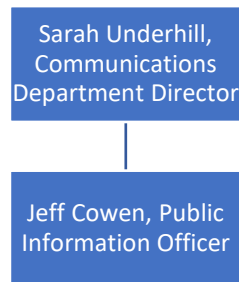
Communications/Government Affairs Program staff.

TRPA supports a culture committed to public education, outreach, and community engagement to implement the Regional Plan. The Communications Program leads public education initiatives in collaboration with a variety of agency and nonprofit stakeholders. The team provides general, multi-faceted communications support for each of the Strategic Initiatives approved by the TRPA Governing Board. The work plan is comprised of four areas: **Implementing the Communications Strategy, Creating and Managing Agency Materials and Communication Products, Managing Government Affairs, and Leading Community Engagement.**

Department: Communications Department	
Implement Overall TRPA Communications Plan	
Inputs	2 FTE (department total) funded through general fund and grant sources with additional support from 1 FTE (Victoria Ortiz) from EI team.
Outputs	<ul style="list-style-type: none"> • Research public knowledge and attitudes to identify key audiences and gauge communication needs. • Develop and execute tactics to deliver information to the public and partners on regional issues and decision-making. • Assist TRPA departments, programs, and teams with tailored communications planning, implementation, and support for programs and projects. • Provide media relations and support for critical issue management and crisis communications.
Expected Outcome	TRPA maintains public support for its mission and programs above 51 percent as measured in annual research survey.
Create and Manage Agency Materials and Communication Products	
Outputs	<ul style="list-style-type: none"> • Publish at least two issues of the environmental newspaper Tahoe In Depth each year to engage audiences with relevant information on protecting, enjoying, and exploring the Lake Tahoe Basin. • Create and manage website content, speeches, presentations, media releases, and advertisements.

	<ul style="list-style-type: none"> • Design and edit reports, planning documents, and educational materials such as fact sheets and brochures. • Manage TRPA’s social media accounts and online presence.
Expected Outcome	TRPA maintains consistent branding, messaging, and outreach strategies across departments that reaches targeted audiences.
Lead Community Engagement	
Outputs	<ul style="list-style-type: none"> • Conduct in-person and virtual outreach at community events, school classrooms, and partner organization events. • Encourage community engagement among staff by organizing volunteer events and representing the agency in regional programs like the Tahoe Bike Challenge and Tahoe Blue Crews. • Conduct the TRPA Environmental Scholarship, Lake Spirit awards, and Best in the Basin awards programs.
Expected Outcome	TRPA is recognized as a community leader that is engaged, gives back, and fosters environmental stewards.

Program Organization and Positions



Government Affairs	
Inputs	1 FTE funded through general fund
Outputs	<ul style="list-style-type: none"> • Develops relationships with the Lake Tahoe Congressional delegation, agency government affairs staff, and local elected officials. • Leads and participates in collaborative groups to prioritize policy and funding needs within the basin. • Attends federal and state legislative hearings, events and tours. Provide TRPA comments on critical issues. • Organizes congressional staff events and tours in the Lake Tahoe region to bring awareness to regional issues. • Leads planning for the annual Lake Tahoe Summit. • Tracks legislation and policy that pertains to region’s goals.
Expected Outcome	The Lake Tahoe Region benefits from state, federal, and local legislative and policy action. Funding is increased to programs that support Lake Tahoe’s goals in the Regional Plan.

Finance and Administration Work Plan

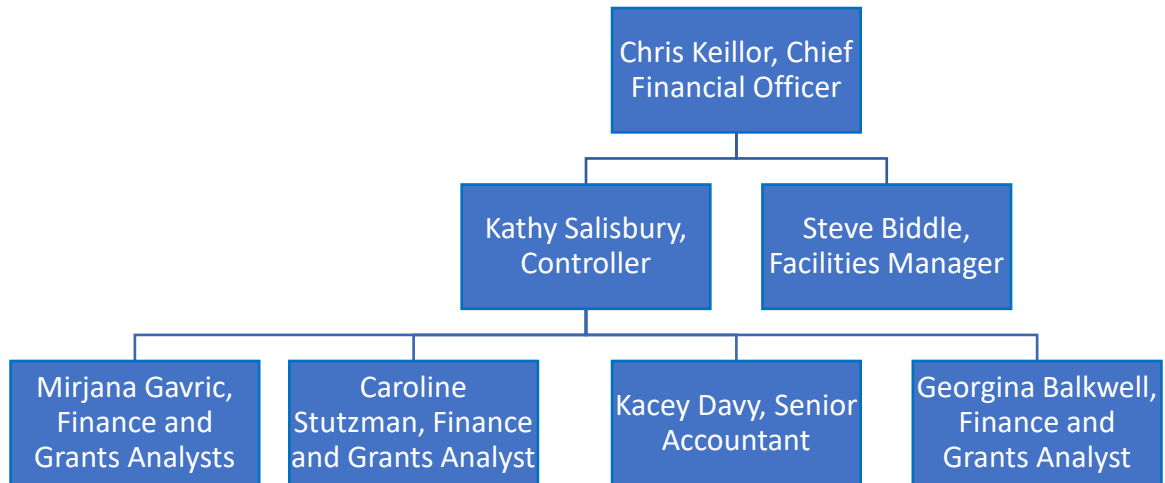


TRPA manages a \$28 million budget to implement the fiscal year 2024 strategic initiatives and core activities. Financial support and integrity of operations is key to the agency’s pillar to operate as a high-performance team. The budget has nearly tripled over the last decade through TRPA’s success in securing state and federal funds to keep up with TRPA’s growing implementation of strategic priorities. The Finance team operates with the core value of responsible fiscal management supporting the strategic initiatives and core activities across all departments.

Department: Finance - 7 FTE (Director and program total) funded by general fund and grants	
Partnership – The ability to coordinate and support internal and external partners is a critical function for the success of this work plan in general. In turn, the core activities of the finance team could not be implemented without these partnerships. It is a true symbiotic relationship helping all parties to do each job better. Reliably delivering core services like accounts payable, payroll, and procurement services builds trust between all parties for a better partnership and supports work plan deliverables.	
Outputs	<ul style="list-style-type: none"> • TRPA budgets are developed to mirror the work plan and implement agency priorities. • Maintain updated Finance Policies that meet all regulatory requirements. • Finance proactively educates staff on how to follow policies while implementing their programs so they remain in compliance with requirements from funding organizations and can work more efficiently. • Finance staff prepares regular reports to inform program managers about financial status, compliance with their budgets, and finalizing projects. • Pay employees accurately and timely 100% of the time (bi-weekly). • Pay vendors accurately and in a timely fashion 100% of the time (bi-weekly).

	<ul style="list-style-type: none"> Process contracts, purchase orders, and change notices quickly, efficiently, and in compliance with purchasing policies.
Expected Outcome	<ul style="list-style-type: none"> Development of the annual TRPA budget and managing activities to live within it. Conduct regular staff training in procurement and other needs. Governing Board approval of Monthly financials. Employees paid every other Friday. Vendors paid every other Friday.
<p>Sustainability – A main goal and purpose of TRPA’s financial support team is to preserve TRPA’s excellent reputation for financial integrity to maintain eligibility for continued funding. TRPA submits accurate and timely reports requesting reimbursement of grant expenditures to remain solvent. We continue to identify and apply for new funding opportunities to support TRPA’s mission. This involves coordinating applications, monitoring budgets, and planning for succession through cross-training to provide sustainable practices and leadership.</p>	
Outputs	<ul style="list-style-type: none"> Submit accurate and timely reports requesting reimbursement of grant expenditures to remain solvent. Identify and apply for new funding opportunities to support TRPA’s mission. Coordinate applications, monitoring budgets, and planning for succession through cross-training to provide sustainable practices and leadership. Approved indirect cost rate plan to maximize reimbursement of eligible expenses whenever possible.
Expected Outcome	<ul style="list-style-type: none"> Submit all grant reports/invoices in a timely manner. Support program managers with budgets and contract assistance when applying for new grants. Receive approved Negotiated Indirect Cost Rate Agreement (NICRA).
<p>Integrity and compliance – TRPA consistently applies policies to accommodate federal, state, and local grant regulations and ensure efficient use of public funds.</p>	
Outputs	<ul style="list-style-type: none"> The agency tracks all expenses and provides reports to stakeholders such as monthly financials, quarterly progress reports, and financial reporting including requests for grant reimbursements. TRPA follows established internal control practices to prevent internal and external opportunities for fraud. Policies are modified as needed to improve implementation. All financial support activities are reviewed annually by an external audit firm delivering financial statements that demonstrate the overall financial health and integrity of the agency.
Expected Outcomes	<ul style="list-style-type: none"> Receive unmodified audit opinion every year. Pass all secondary audits (worker’s comp, ICAP, et. al.)
<p>Facilities & Fleet</p>	
Outputs	<ul style="list-style-type: none"> Maintain the TRPA office building and fleet to be a safe and productive workspace. Order sufficient supplies.
Expected Outcomes	<ul style="list-style-type: none"> Safe, habitable, and productive workspace, fleet, and equipment. Facilities availability at 100% except for emergencies. Fleet availability of 95% or better.

Organization and Positions



Human Resources and Organizational Development Work Plan



Human Resources and Organizational Development staff.

TRPA relies on diverse and talented individuals and teams to support and implement TRPA’s mission and various agency-wide strategic initiatives. The overall responsibility of Human Resources and Organizational Development (HROD) is to focus on the people and to ensure that the Agency continues to recruit and retain exceptional individuals who embrace the vision, mission, and core values of the organization. Human Resources champions and reinforces a positive workplace culture by addressing the following core activities.

Department: Human Resources and Organizational Development - 2 FTE (HROD total) funded through general funding sources.	
Talent Recruitment & Selection: HR is responsible for ensuring that the employees we recruit, and hire, support our current team environment. Our goal is to employ intelligent and driven individuals who are motivated by a changing and challenging environment and whose values align with TRPA’s core values of collaboration and partnership, while also appreciating the opportunity to develop beyond their current level.	
Outputs	<ul style="list-style-type: none"> Depending on staffing needs, update job descriptions, create job brochures for advertisement, advertise on various applicable sites, review applications, schedule interviews, and make final candidate selections. In alignment with the DEI Strategy, prioritize hiring Spanish-speaking staff members.
Expected Outcome	<ul style="list-style-type: none"> Final candidate selection and job offer completed within 120 days of initial job advertisement.
Employee Relations, Engagement, and Retention: To ensure a culture of collaboration and teamwork, where our shared beliefs, values, and priorities are reinforced through various communication channels and employees feel connected to each other and our common purpose.	
Outputs	<ul style="list-style-type: none"> Conduct feedback surveys of new hires to determine initial onboarding satisfaction as well as employee pulse surveys to determine overall job happiness. Promote open door policy, and diversity, equity, and inclusion initiatives. Promote and schedule regular staff outings, field trips, and get togethers to foster an environment of connectedness, inclusion and belonging. Facilitate bi-weekly <i>Coffee with HR</i> sessions to promote opportunities for open door communication on any topic, and HR and benefit related questions/issues.
Expected Outcome	<ul style="list-style-type: none"> 95% satisfaction rating for new hire onboarding practices. 90+% overall job satisfaction rating for all employees. Minimum of 4 employee events per year. <10% turnover rate.
Learning & Development: Build leadership capability and capacity, while developing our most valuable resource in a challenging and changing environment, to ensure agency goals and initiatives continue to meet the needs of the region.	

Outputs	<ul style="list-style-type: none"> • Conduct (12) monthly Learning Labs to facilitate lessons learned, critical thinking, and continuous improvement. • Conduct (12) monthly All Staff meetings to promote understanding of the overall agency activities. • Conduct (1) annual All Staff Implicit Bias or other DEI Topic Training. • Promote and support individual needs for continuing education credits. • Promote and support individuals’ needs for learning through conferences, webinars, and other external education opportunities. • Create and present management specific training opportunities for new managers. • Provide a minimum of 4 employee trainings per year.
Expected Outcome	<ul style="list-style-type: none"> • Enhance knowledge, skills, and abilities as it applies to agency and people management. • Determine succession opportunities and plan possible career paths. • Create opportunities for cross-agency connection and in person interaction, communication, and knowledge sharing.
Compensation & Benefits: Ensure TRPA’s compensation and benefit package meet our employees’ needs and assists in facilitating a competitive recruitment and retention plan.	
Outputs	<ul style="list-style-type: none"> • Raise entry level salary to the 25th percentile and align current staff salaries to similar public agencies with organization market ranges and appropriate inflation adjustments. • Ensure a robust health insurance package that provides access to quality health care practitioners in the communities where our employees reside. • Provide flexible work arrangements that allow our employees to manage both their work and their lives
Expected Outcome	<ul style="list-style-type: none"> • 80% satisfaction with current salary. • 80% satisfaction with health insurance offerings.
Performance Management: To achieve organizational objectives and goals, the agency will measure, monitor, improve, and recognize overall performance on an ongoing basis and annually.	
Outputs	<ul style="list-style-type: none"> • Create and monitor performance development goals for individual employees on a regular basis, but no less than every 90 days. • Set and communicate agency and department expectations and conduct on-going feedback and feed forward sessions a minimum of once a month to ensure alignment with agency initiatives and core activities. • Conduct annual performance reviews, tied to developmental goals, strategic initiatives, core activities, core competencies, and overall agency values.
Expected Outcome	<ul style="list-style-type: none"> • Staff understand and agree with established expectations. • No surprises or upset team members at the end of the year during the annual review process. • Employee overall satisfaction with agency work plan and job duties at 90% or higher.

HR and Legal Compliance: Ensure that the agency maintains a safe, equitable, and inclusive environment through fair and consistent application of policies, practices, and procedures.	
Outputs	<ul style="list-style-type: none"> • Review and update the Employee Guidebook on a regular basis to remain current with new laws and regulations. • Provide training on policies and regulations affecting the workplace (i.e., respectful workplace, safety, legal compliance issues for managers, etc.) • Provide regular communication and transparency on operational issues. • Create and maintain HR specific procedures for consistency and succession purposes.
Expected Outcome	<ul style="list-style-type: none"> • Up to date policies and procedures that will maintain TRPA as legally compliant from an employment standpoint. • Written HR procedures that will allow for consistency with HR practices and provide detailed information in the event of a possible succession scenario.

Organization and Positions



Legal Work Plan

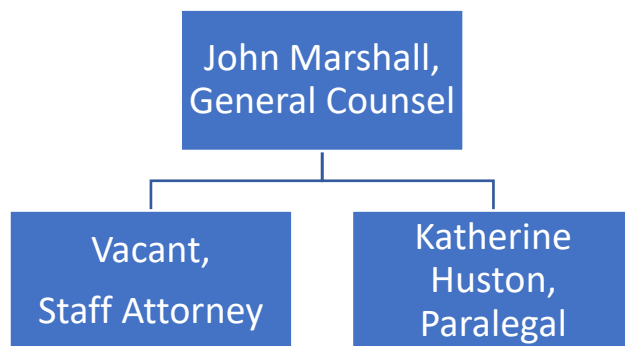


TRPA’s Legal Team supports agency staff and the TRPA Governing Board, Advisory Planning Commission, and associated committees in achieving the mandates set out in the Tahoe Regional Planning Compact. TRPA is the nation’s first environmental organization with land use authority crossing state lines and continues to be unique in the United States.

Department: Legal - 3.0 FTE (department total) funded through general fund plus contract legal support.	
Regional Plan Compliance Support – TRPA’s General Counsel supports Agency staff in aligning work programs with the Goals & Policies of the Regional Plan and as required by the Tahoe Regional Planning Compact.	
Outputs	<ul style="list-style-type: none"> • Review of staff reports before publication and presentation to public bodies. • Coordination with Staff and partners on strategic priorities, projects, plans, and priorities.
Expected Outcome	<ul style="list-style-type: none"> • Adherence of Agency Work Plan with Regional Plan Goals & Policies and the Tahoe Regional Planning Compact.
Compliance and Enforcement - The legal team supports the Compliance program in pursuing remedies to resolve and abate any problems associated with Code violations including resolutions and, where necessary, litigation.	
Outputs	<ul style="list-style-type: none"> • Weekly meetings with the Code Compliance Program Manager to review identified violations of the TRPA Code of Ordinances. • Review of cease & desist letters and notice of violation letters sent by the Compliance Program. • Support of Code Compliance Program Manager in Show-Cause hearings held before the TRPA Legal Committee and Governing Board including publication of staff reports and presentations. • Management of any resulting litigation where necessary.
Expected Outcome	<ul style="list-style-type: none"> • Improving education of and compliance with TRPA’s Code of Ordinances.
Defense of Agency Decisions - The legal team advocates on behalf of Agency staff when final decisions of the Executive Director are challenged both in administrative appeals to the TRPA Governing Board and in civil litigation.	
Outputs	<ul style="list-style-type: none"> • Management of appeal files and deadlines. • Publication of staff reports for presentation before the TRPA Legal Committee and Governing Board.

	<ul style="list-style-type: none"> • Management of any resulting litigation including filing briefs, administrative records, and attending hearings.
Expected Outcome	<ul style="list-style-type: none"> • Continuation of TRPA’s mission as mandated by the Tahoe Regional Planning Compact.
<p>Maintaining Public Records - As a public agency, TRPA is required to, and maintains compliance with the Nevada Open Meeting Law as mandated by the Tahoe Regional Planning Compact. The legal team also maintains internal records as well as responds to requests for records by members of the public.</p>	
Outputs	<ul style="list-style-type: none"> • Continuous review of Document Retention Policy to ensure ongoing compliance and best practices. • Timely and professional responses to requests for public records per TRPA Rules of Procedure.
Expected Outcome	<ul style="list-style-type: none"> • Continued adherence to Nevada Open Meeting Law and Tahoe Regional Planning Compact mandates.
<p>Contract Review - In coordination with contract counsel, TRPA legal team reviews financial contracts for legal integrity. (1 contractor funded through general fund.)</p>	
Outputs	<ul style="list-style-type: none"> • Legal review and approval of all TRPA managed contracts.
Expected Outcome	<ul style="list-style-type: none"> • Continued compliance with TRPA Finances Procurement policies.

Organization and Positions



STAFF REPORT

Date: July 19, 2023
To: TRPA Governing Board
From: TRPA Staff
Subject: Approval of Fiscal Year 2023/2024 Annual Operating Budget

Summary and Staff Recommendation:

TRPA staff prepared this budget based on the guidance provided by the Governing Board at the April 2023 strategic planning workshop and May 2023 Governing Board meeting. It also reflects the work of our new executive team in implementing personnel and organizational changes.

The fiscal year 2023/2024 budget reflects the work of TRPA staff and Governing Board members to increase revenues in support of TRPA's mission to protect Lake Tahoe. The budget shows revenue increases from the prior year in several areas including the Nevada contribution, funds from the Lake Tahoe Restoration Act (LTRA), and a grant for housing policy work from California's Housing and Community Development agency. Fee revenue is up due to this being a lottery year for new buoys and lakefront structures. Those fees will support cost-recovery goals in the permitting department.

Funding the coming fiscal year's budget includes multiple revenue sources, drawing down on banked Shoreline fees from prior years, and spending out of the bond proceeds set aside for long-term deferred maintenance.

Staff recommends approval of the fiscal year 2023/2024 budget. Included in the action to approve the budget are the following items:

- Approval for the overall expenditures of the agency.
- Approval for the grant agreements incorporated in the budget.
- Approval of the contract expenditures included in this budget.
- Approval for the staffing levels identified in this budget.
- Approval for an average 5% salary merit review for staff.
- Approval of an inflation increase (budgeted at 6.4%) to current planning fees (subject to final review by the Operations and Governance Committee in October).
- Authorization for staff to make technical corrections to the final budget.

Required Motion:

In order to approve the fiscal year 2023/2024 operating budget, the Governing Board must make the following motion:

- 1) A motion to approve the fiscal year 2023/2024 budget.

In order for the motion to pass, an affirmative vote of any eight Board members is required.

Background:

This Budget and the associated Annual Work Plan support the three strategic priorities identified by the TRPA Governing Board at their April 2023 workshop and May 2023 board meeting.

- The Tahoe Living strategic priority specifies how we can work with local governments to create Complete Communities that provide housing for all, an appropriate mix of uses to support vibrant, walkable, transit-friendly neighborhoods, and the necessary infrastructure to protect our unique and precious environment.
- The Keeping Tahoe Moving strategic priority addresses the transportation system for “complete communities” and for the millions from outside the Basin who visit the Lake Tahoe Region annually.
- The Restoration and Resilience strategic priority continues and accelerates environmental improvement and transportation improvement programs to restore our environment and better prepare the region for extreme weather and climate change.

The budget also covers TRPA’s mandates from the Bi-State Compact and our other roles. TRPA is the Federal Metropolitan Planning Organization (TMPO) and California Regional Transportation Planning Agency (RTPA). The United States Environmental Protection Agency (EPA) has designated TRPA as the areawide planning agency under Section 208 of the Clean Water Act.

Executive Director Julie Regan, after taking on her new role, met with all staff members, and engaged in extensive community outreach to assess the Agency’s needs and opportunities. This work helped identify several areas for change including organizational structure, increasing staff in high-intensity areas, and future investment needs. This budget, restricted by available funding, begins to address those needs, and reflects the reorganization and a few added resources in critical areas.

The budget is balanced with funds carried over from prior years. The building repairs are funded by bond monies received three years ago when we refinanced our long-term debt tied to the building. Delays in construction contracting, endemic to the industry, resulted in the bulk of that work slipping from FY 2023 to FY 2023 and FY 2024. Separately, the Shorezone Fund has an existing balance from prior years. Those funds will be used to cover next year’s modest shortfall in that fund.

There are two areas that are not budgeted. Mitigation funds are received when the project is acknowledged, and disbursed when the receiving agency has a project ready to consume the funds. This is difficult to forecast and there is a considerable time lapse between the two events. Secondly, the California STA/LTF/State of Good Repairs funding is managed and budgeted by the recipients (Placer County and TTD). TRPA never receives the funding, but as the RTPA for the Basin is responsible for authorizing and coordinating its use. We record it as Revenue and Expenses during year-end close after receiving final numbers from the recipients.

TRPA staff recommends approval of the following budget for Fiscal Year 2023, broken down by Fund:

Tahoe Regional Planning Agency
Fiscal Year 2023/2024 Proposed Budget (\$K)

	Revenue	Expenses	Net
General Fund	8,540	7,660	881
Planning Fund	2,826	3,947	(1,121)
Shorezone Fund	347	427	(81)
Total General Funds	11,713	12,034	(321)
Special Funds			
AIS	7,592	7,592	(0)
EIP	4,086	4,086	0
Transportation	3,516	3,516	0
BMP	292	292	(0)
Total Grants	15,486	15,486	0
Total Agency	27,199	27,519	(321)

The following table breaks out revenue and expenditures by type:

Revenue Sources	\$	%
California	5,082	19%
Nevada	3,055	11%
Grants	14,211	52%
Fees for Service	4,070	15%
Other	781	3%
	<u>27,199</u>	

CA/NV Ratio 1.66

Expenditures by Type	\$	%
Contracts	16,870	61%
Compensation	8,901	32%
Financing	620	2%
Other	1,125	4%
	<u>27,517</u>	

Comparisons to Fiscal Year 2023 Budget

Revenue Projections:

Tahoe Regional Planning Agency

Fiscal Year 24 vs. FY 23 Budget

Revenues	FY 24	FY 23	Change
General Fund	8,540	7,296	1,245
Planning Fund	2,826	2,617	209
Shorezone Fund	347	440	(93)
Total General Funds	<u>11,713</u>	<u>10,353</u>	1,360
Special Funds			
AIS	7,592	8,082	(490)
EIP	4,086	707	3,380
Transportation	3,516	2,401	1,115
BMP	292	324	(32)
Total Grants	<u>15,486</u>	<u>11,513</u>	3,972
Total Agency	<u>27,199</u>	<u>21,866</u>	5,332

Overall, revenues are up \$5.3M from FY 2023's budget. The Nevada contribution to the agency increased by \$0.9M, bringing them up to the 1/3:2/3 ratio in the compact plus funds for staff salaries and a scanning project. Planning revenue will increase due to a shoreline permit lottery. AIS grants are down \$0.5M reflecting different contracting work activities in the Tahoe Keys Control Methods Test. EIP grants are up \$3.4M due to LTRA funding for forest health and fuels reductions projects as well as watershed restoration projects for various implementing partners. California REAP (housing) grants add \$0.8M to Transportation grants.

Confidence in grant revenue is high, as most grant agreements are either in place or being finalized. Grant revenue is based on cost reimbursement, where revenues match expenses, but both may fluctuate depending on associated expenditures and timing. LTRA funding is substantially higher for the coming year. Transportation Grants reflect the Overall Work Program negotiated with the funders (Federal Highway Administration, CalTrans, and NDOT) plus the REAP grants.

State revenue is largely set. There were no changes to our California contribution in the final budget, however we will be asking for additional funding in the fall. This is to match Nevada's contribution to funding staff salary increases at the same rate the states' employees receive.

Current Planning fees are running strong, but below budget. FY 2024 will include a biennial lottery for new piers and buoys. This should result in a significant increase in planning fees. We also believe the shortfall in FY 2023 was due to severe winter weather postponing projects. June planning fees increased, and we are seeing more leading indicators trending upward. The real estate market in Tahoe remains strong. We project an 8% increase from the budget for FY 24's projected planning fees due to the shoreline lottery and including an inflation-based fee adjustment of 3.5% effective at the end of January of 2023. The actual adjustment will be based on the Consumer Price Index for the Western Area, with a 3% minimum. The Operations and Governance Committee will review this change later in the fiscal year. Current Planning is not at full cost recovery for services and receives a transfer from the General Fund to balance revenues and expenses.

Shoreline fees are based on known moorings plus additional moorings and structures capped by the new shoreline regulations. The Shoreline fund shows a small deficit for fiscal year 2023/2024. Reserves are adequate to cover that deficit and leave a balance in the Shoreline Fund for future problems.

Budgeted Expenditures:

Expenditures are up \$4.9M with contracts increasing \$3.9M and labor up \$0.5M. Miscellaneous items account for the rest. Contracting increases are primarily in LTRA and Transportation (Housing) areas. Labor increases include salary increases and the addition of four new full-time employees.

The budget includes a total of 74 regular positions plus 4 seasonal boat crew members and 3 interns. Of the year-round positions, 72 are full time, and 2 are part time. Grant funding supports two of the new positions, one directly and one is backfill for existing employees who

will be spending more time on grants. Both of those positions are in Regional Planning as part of the housing grants. Total compensation will be \$8.9 M including a 5% merit pay cycle. This will not be a general increase for all but will be based on a multi-factor approach. We are assuming turnover equivalent to 1.3 FTEs. That is based on a 7% turnover rate with an average of 3 months to replace. TRPA salaries and benefits (retirement plan) remain below market.

Contracting expenditures are projected at \$16.9M. This is an increase of \$3.9M, driven by increased funding from the Lake Tahoe Restoration Act. TRPA is acting as a fiscal agent for a sizable portion of the LTRA program and most of this funding is disbursed to partner entities and contractors performing the work. A list of contracts over \$100K is attached.

Tahoe Regional Planning Agency

FY 24 vs. FY 23 Budget (\$K)

Expenditures	FY 24	FY 23	Change
General Fund	7,660	7,214	446
Planning Fund	3,947	3,409	538
Shorezone Fund	427	502	(75)
Total General Funds	12,034	11,125	909
Special Funds			
AIS	7,592	8,082	(490)
EIP	4,086	707	3,380
Transportation	3,516	2,401	1,115
BMP	292	324	(32)
Total Grants	15,486	11,513	3,972
Total Agency	27,519	22,638	4,881

Major Program areas:

AIS Program:

	FY 24	FY 23	Change
Revenue			
Grants	5,945	6,550	(606)
Fees for Service	897	781	116
State Revenues	750	750	
Total Revenue	7,592	8,082	(490)
Expenditures			
Contracts	6,679	7,209	(529)
Compensation	463	525	(62)
Other	450	348	101
	7,592	8,082	(490)
Net AIS	(0)	0	(0)

The AIS fund saw a decrease in budgets between the two years. This is the result of significant major expenditures in FY 2023 on the Tahoe Keys Demonstration Program and in particular an elevated level of monitoring around the herbicide testing. While work in the Keys continues, there are no herbicide tests this fiscal year and that will reduce expenditures. TRPA acts as the fiscal agent for the program, so our headcount is 4.2 equivalent heads, most of the expenditures in the contracts area. Fees for service reflect revenues from the watercraft inspection and decontamination program. Both states contribute \$375K in earmarked spending for the AIS prevention program.

EIP Program

	FY 24	FY 23	Change
Revenue			
Grants	3,885	457	3,428
State Revenues	201	250	(49)
Total Revenue	4,086	707	3,380
Expenditures			
Contracts	3,957	575	3,382
Compensation	85	86	(0)
Other	44	46	(2)
	4,086	707	3,380
Net EIP	0	0	0

The EIP program is significantly increasing in size this fiscal year, because of the hard-fought LTRA funding which advances threshold standards in many areas. Two significant projects, one in forest health, and one to assist partner agencies with critical watershed restoration, drive this increase. Like the AIS program, most of the money will be awarded to implementing partners with only a modest amount of TRPA labor involved, roughly one equivalent head.

Permitting and Compliance Program

Combined Planning Shoreline Funds

	FY 24	FY 23	Change
Revenue			
Total Revenue	3,173	3,057	115
Expenditures			
Contracts	832	791	41
Compensation	2,208	1,918	290
Other	1,335	1,202	132
	<u>4,374</u>	<u>3,911</u>	<u>463</u>
Net Permitting & Compliance	(1,201)	(854)	(348)

Current Planning is one of our core areas. It includes 21 equivalent heads including project review, customer service, code enforcement and shoreline permitting and enforcement activities. These numbers reflect a combination of the Planning Fund and the Shoreline Fund. The major changes in the Current Planning budget for next year reflect a bi-annual shoreline permit lottery, partially offset by reductions in traditional permitting. Staffing increases are also included to improve customer service and a project to improve productivity through process changes.

Transportation Program:

	FY 24	FY 23	Change
Revenue			
Grants	3,516	2,395	1,121
Expenditures			
Contracts	1,822	1,133	689
Compensation	1,178	813	365
Other	516	449	67
	<u>3,516</u>	<u>2,395</u>	<u>1,121</u>
Net Transp. & Planning	0	0	0

Transportation includes both the traditional Transportation Overall Work Program (OWP) and new grants in the housing area (REAP). These funds account for 10.8 equivalent heads. Compensation is up due to adding staffing to support those housing initiatives and some impact from a reorganization. Contracting effort changes from year to year depending on priorities and funding availability. This budget includes over \$0.7M in housing related contracts. It also includes \$0.2M for the USFS Emerald Bay Corridor project, and \$0.1M for the Meek's Bay Restoration project EIS. The latter is a multi-agency process and TRPA is taking the lead on the environmental review.

Contact Information:

For questions regarding this agenda item, please contact Chris Keillor at (775) 589-5222 or ckeillor@trpa.gov.

Attachment:

- A. Major Contracts included in the Fiscal Year 2023 Budget

Attachment A

Major Contracts included in the Fiscal Year 2023 Budget

Attachment A

Tahoe Regional Planning Agency
Fiscal Year 2023/2024 Contract in excess of \$100,000

Purpose	Recipient	Gen Fund	Grants	Fees	Other
Environmental Improvement					
AIS Control	MTS - Taylor Tallac		699,943		
AIS Control - IRI - UV Light Keys Complex	Inventive Resources		550,000		
AIS Control	TRCD		508,308		
AIS Control	ESA		500,000		
AIS Prevention	Tahoe Resource Conservation District		375,000		
AIS Control Tahoe Keys CMT	Environmental Science Associates		324,785		
AIS Prevention- Meyers	Tahoe Resource Conservation District		299,957		
AIS Prevention	Tahoe Resource Conservation District			298,727	
MTS USFS Grant	Taylor Tallac		250,371		
AIS Prevention	Tahoe Resource Conservation District		231,601		
AIS Prevention	Marina Contract Payouts			175,000	
AIS Prevention	Tahoe Resource Conservation District		149,986		
AIS Control - Tahoe RCD Surveillance	Tahoe Resource Conservation District		141,089		
AIS Control Tahoe Keys CMT	Stratus Engineers Associates		125,000		
UV Light 2	IRI Tahoe keys Lagoons UV Light		103,902		
Ski Run Marina Oversight TRCD	TRCD		100,000		
AIS Control and Surveillance (Blanket Contract)	MTS		100,000		
AIS Control and Surveillance (Blanket Contract)	TERC		100,000		
AIS Control and Surveillance (Blanket Contract)	Hiuga		100,000		
AIS Control and Surveillance (Blanket Contract)	Infiniti		100,000		
AIS Control and Surveillance (Blanket Contract)	LTD&E		100,000		
AIS Control and Surveillance (Blanket Contract)	CUTL		100,000		
AIS Control and Surveillance (Blanket Contract)	Spatial Informatics Group		100,000		
AIS Control and Surveillance (Blanket Contract)	Restore the Lake Depth		100,000		

Continued on Next Page

Tahoe Regional Planning Agency

Fiscal Year 2023/2024 Contract in excess of \$100,000 (Continued)

Purpose	Recipient	Gen Fund	Grants	Fees	Other
USFS LTRA Forest Health	CA State Parks		1,099,909		
USFS LTRA BMP Watershed	City of South Lake Tahoe		724,962		
USFS LTRA BMP Watershed	CA State Parks		450,000		
USFS LTRA BMP Watershed	Nevada Tahoe Conservation District		275,000		
USFS LTRA Forest Health	CA Tahoe Conservancy		250,000		
USFS LTRA BMP Watershed	CA Tahoe Conservancy		250,000		
USFS LTRA Forest Health	Nevada Division of State Lands		200,000		
Prevention	Tahoe Resource Conservation District		200,000		
UV Light 2	Ski Run Lakeside UV Light		141,652		
BMP	BMP Ski Run Bijou Park		125,000		
Total EI Contracts >\$100K (includes page 1)			8,876,465	473,727	

Regional Planning					
Tahoe Housing - CA HCD REAP 2.0 HIT - Regular	TBD		420,000		
Long Range Planning	TBD; Complete Communities contract	200,000			
USFS Emeral Bay Corridor Enviro Study	TBD		199,221		
USFS Meeks Bay Restoration	Ascent Environmental Inc		111,805		
Total Regional Planning Contracts > \$100K		200,000	731,026		

Transportation					
WE104 (CA-PL) Intermodal Planning	TBD RTP/SCS and Transit Planning		203,643		
WE108.6 (CA-RMRA) Sustainable Communities	Sustainable Funding Initiative		161,696		
WE108.7 (CA-RMRA) Sustainable Communities	Sustainable Funding Initiative		160,750		
WE105 (CA-PL) Data Collection & Forecasting	TBD		117,631		
(CTC) LT Info Updates - Climate Resiliency Dashboard	Economic Consultants Oregon Ltd		101,250		
Total Transportation Contracts > \$100K			744,970		

Continued on Next Page

Tahoe Regional Planning Agency

Fiscal Year 2023/2024 Contract in excess of \$100,000 (Continued)

Purpose	Recipient	Gen Fund	Grants	Fees	Other
Research & Analysis					
Transparency/Atmos Dep/ Tributaries Scanning Project	UC Davis	258,249			
Annual Monitoring	SyTech Solutions		201,422		
Lakewide Survey - AIS	USGS - LTIMP	182,550			
Process Improvement	Marine Taxonomic Services		152,835		
	Sitka	125,000			
Total R&A Contracts > \$100K		565,799	354,257		

Other Contracts over \$100K					
Reimbursables	Applicants			150,000	
Project Reviews	Wells Barnett Associates			130,000	
Rock Wall	TBD				218,000
Outsource IT Support	Managed Services Provider/Xogenous	240,000			
TSAC Work Orders	Various Member Institutions		225,000		
TSAC Work Orders	Various Member Institutions		130,000		
TSAC Work Orders	Various Member Institutions		113,000		
Total Other Contracts > \$100K		240,000	468,000	280,000	218,000



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STAFF REPORT

Date: July 19, 2023

To: TRPA Governing Board

From: TRPA Staff

Subject: Presentation on the final Transportation Equity Study and endorsement of proposed policies and actions to be included in the Regional Transportation Plan update

Summary and Staff Recommendation:

Staff and project consultants, DKS Associates, will provide a summary of the final Lake Tahoe Transportation Equity Study and policy recommendations. Staff recommends the Governing Board endorse policy recommendations for inclusion in the next Regional Transportation Plan.

Required Motion:

In order to endorse the proposed transportation equity policies, the Board must make the following motion based on the staff report:

- 1) A motion to endorse the proposed transportation equity policies (included within Attachment A) for inclusion in the Regional Transportation Plan update

In order for the motion to pass, an affirmative vote of any eight Board members is required.

Project Description/Background:

The Transportation Equity Study kicked off in early 2022 following a recommendation from the 2020 Linking Tahoe: Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). Using the RTP/SCS environmental justice assessment as a guide, the Transportation Equity Study focused on identifying the needs, concerns, and vulnerabilities of Tahoe's residents and visitors, especially those of our underserved communities. The final plan offers recommendations to enhance public engagement and evaluate the impacts of transportation planning activities. For more information, please review the project website [here](#).

To better understand the transportation barriers facing the Lake Tahoe Region, TRPA staff focused public outreach for the study to the most transportation disadvantaged communities in the Tahoe Region, including:

- **Persons without private transportation (zero vehicle households):** Lack of a personal vehicle is a significant factor for transit need. In 2022, 80% of Tahoe transit riders did not have access to a personal vehicle.
- **Seniors (individuals 65 years and older):** Elderly individuals may choose not to drive or can no longer drive due to age.

- **Persons living below the poverty line:** Purchasing and maintaining a personal vehicle might be difficult for households with limited income.
- **Individuals with a disability:** Disability status may impact an individual's ability to live independently, including driving a personal vehicle.
- **Youth (individuals 18 years and younger):** Most people under 18 do not drive and even those with driver's licenses often do not have the means to purchase and maintain a vehicle.
- **BIPOC (Black, Indigenous, and people of color):** People of color are more likely to live in densely populated neighborhoods, are less likely to have access to a car, and are more likely to bike, walk, or take transit to work.

Over the course of the project, staff and consultants hosted two focus group meetings, met one-on-one with 19 different stakeholder groups representing the above populations, hosted four community workshops, and conducted pop-up surveys at farmer's markets, local churches, and in front of local supermarkets. Feedback from the public was used to develop a draft list of policy ideas and potential action items that were presented to the Governing Board through a workshop at its February 22 meeting. The final list of policy recommendations and action items included in the final Transportation Equity Study report (Attachment A) incorporated a thorough review of TRPA's existing transportation policies, feedback provided by stakeholders, the public, and the TRPA Governing Board.

Discussion:

The final report on the Transportation Equity Study (Attachment A) includes a refined list of policies and actions that, if endorsed by the board, will be incorporated into future transportation plans including the Active Transportation Plan, Vision Zero Safety Strategy, Public Participation Plan, and Regional Transportation Plan. Recommended actions will help TRPA achieve connectivity and economic vitality and quality of life goals adopted in the RTP/SCS by improving transportation accessibility for Tahoe's residents and visitors. Moving forward, TRPA staff are also committed to transforming the agency's community engagement tactics and developing a suite of best practices for community and stakeholder outreach to be shared with regional partners. The study and associated policies will also ensure the Tahoe region is competitive for new discretionary funding sources that are increasingly tied to environmental justice initiatives, including the Bipartisan Infrastructure Law (BIL), Infrastructure Investment and Jobs Act (IIJA), and the Justice40 Initiative.

Contact Information:

For questions regarding this agenda item, please contact Kira Smith, Senior Transportation Planner, at (775) 589-5236 or ksmith@trpa.gov.

Attachment:

- A. Transportation Equity Study Policies

Attachment A
Transportation Equity Study Policies

TRANSPORTATION
EQUITY STUDY



Equity Policies

JULY 2023



Acknowledgments



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Jim Damkowitz

Resiliency Policy
Development

Wintana Miller

Transit Policy Development

Garth Appanaitis

Equity Policy Development

Josie Buchanan, MCRP

Community
Engagement Specialist

Chris Lepe

Principal

Special thanks to our community partners and community advocates for their participation in this effort.

South Lake Tahoe Family
Resource Center

Barton Hospital

Heavenly Resort

Sierra Community House

Lake Tahoe Unified
School District

Palisades Resort

South Lake Tahoe Fire

Tahoe Transportation
District

North Tahoe Fire

California Tahoe
Conservancy

Washoe Tribe

North Tahoe Truckee
Homeless Services

Saint Francis of Assisi

Tahoe Family Solutions

Boys & Girls Club

SOS Outreach

Live Violence Free

Lake Tahoe
Community College

Tahoe Coalition
for the Homeless

South Shore
Transportation
Management Association

Achieve Tahoe

St. Theresa's Church

Lake Tahoe Bicycle
Coalition

Meals on Wheels

California Department
of Rehabilitation

Tahoe Forest
Health Services

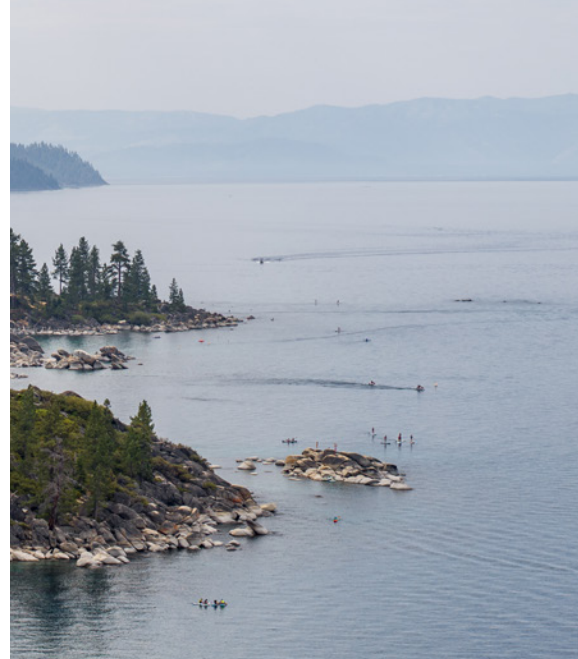
Alta Regional Center

Advance

Truckee North Tahoe
Transportation
Management Association

Tahoe/Truckee Community
Foundation

Tahoe/Truckee Area
Regional Transit



CHAPTER 1

Engagement Policies

Existing Engagement Policies

The Tahoe Regional Planning Agency (TRPA) Public Participation Plan has five principles that guide the agency’s outreach strategies (no formal policies):

1. Reaching diverse populations requires a variety of outreach methods.
2. Large-scale outreach is a team effort, including internal staff and external partners.
3. Effective outreach requires strong relationships – with local governments, advocacy groups and advisory committees.
4. Successful outreach takes time and funding to plan and implement.
5. Stakeholders want to see results. Transparent outreach includes collecting feedback and reporting on what you heard.



Engagement Policies

Policy E–1.0

Adopt an equity-first approach and establish greater commitment, depth, and specificity on engagement of traditionally underrepresented and underserved populations as part of future updates to the Public Participation Plan and other guidance documents.

» Policy E–1.1

Improve communication channels with underrepresented and underserved demographics through place-based engagement where these populations live and work.

» Policy E–1.2

Reduce language access barriers by providing translation of materials for public review.

Policy E–2.0

Allocate a minimum of 30 percent of all outreach efforts specifically to socio-economically disadvantaged populations, such as our Community Priority Zones, and provide access to best practices in engagement efforts.

» Policy E–2.1

Require agencies receiving funds through to TRPA to commit to same target.

» Policy E–2.2

Require contractors providing engagement services for TRPA projects to commit to same target.

Policy E-3.0

Ensure advisory bodies such as committees and commissions represent the voices of communities of color, Tribal communities, and communities representing people with disabilities by encouraging and recruiting from Community Priority Zones.

Policy E-4.0

Review and revise procurement and contracting barriers that may prevent community-based organizations from collaborating with TRPA such as insurance requirements, and auditing procedures.

Policy E-5.0

Collaborate across agencies internally and/or with other agencies to make state government community engagement processes more efficient and less of a burden on underserved communities.





CHAPTER 2

Year-Round Access Policies

Existing Year-Round Access Policies

FROM THE 2020 REGIONAL TRANSPORTATION PLAN:

Policy 6.1

Preserve the condition of sidewalks and bicycle facilities and maintain, where feasible, for year-round use.

Policy 6.2

Improve winter transit access by providing shelters, cleared sidewalks and pathways around stops, winter accessible bike racks, and warm shelters at mobility hubs and major transit stops.



Year-Round Access Policies

Policy A-1.0

Ensure that Community Priority Zones have adequate or comparable snow removal and other services to ensure year-round access to employment, recreation, and goods and services.

Policy A-2.0

Explore incentives for employer and resort-based transportation solutions for employees and visitors year-round.

Policy A-3.0

Explore alternatives to single vehicle onsite parking for resort and recreation facilities including rideshare and shuttle services.

Policy A-4.0

Support year-round opportunities for elected and appointed officials associated with TRPA to connect with communities throughout the Basin.





CHAPTER 3

Infrastructure Policies

Existing Infrastructure Policies

FROM THE 2020 REGIONAL TRANSPORTATION PLAN:

Policy 1.1

Support mixed-use, transit-oriented development, and community revitalization projects that encourages walking, bicycling, and easy access to existing and planned transit stops.

Policy 1.5

Prioritize projects and programs that enhance non-automobile travel modes.

Policy 4.10

Support the use of emerging technologies, such as the development and use of mobile device applications to navigate the active transportation network and facilitate ridesharing, efficient parking, transit use, and transportation network companies.

Policy 4.15

Establish a uniform method of data collection and forecasting for resident and visitor travel behavior and demographics.

Policy 6.4

Make “dig once” the basin-wide standard, requiring public and private roadway projects to accommodate the installation of conduit to support community needs (e.g. broadband fiber optic).



Infrastructure Policies

Policy I–1.0

Build internal agency alignment and capacity to achieve equitable processes and outcomes using the Equity Index Scorecard to help ensure day-to-day operations, programming, planning, and decision-making across all departments and levels of the agency are asking the right questions and holding each other accountable to process and outcome equity over time.

» Policy I–1.1

Ensure all proposed transportation projects, programs, and policies meet the transportation needs and minimize negative impacts for all communities, particularly disadvantaged communities, and people with special needs.

» Policy I–1.2

Ensure access to all services and modes of transportation are equitable and accessible, specifically for communities and neighborhoods identified as Community Priority Zones in the RTP.

Policy I–2.0

Implement physical devices such as transit kiosks to communicate arrival schedule and aid trip planning.

Policy I–3.0

Implement and connect bilingual emergency messaging systems that can provide emergency warning to broad settings including tourist spots, major retail and gathering areas, and employment sites.

Equity Index Scorecard



1. COST OF SERVICE

This metric will vary by transportation mode and location, and therefore should be set by the community; a recommended default is that households should spend no more than 20% of total budget on transportation costs.

Mason, Jacob. (2018)
The Future of Transport is Sustainable Shared Mobility. ITDP. February 22, 2018.



2. ACCESSIBILITY

Transportation mode is physically accessible (available in neighborhoods), accessible to disabled people, accessible to people with various cultures/languages, accessible without the need for banking or a smartphone.



3. ADEQUACY OF SERVICE

Frequency of transit, travel times, time spent in traffic, optimal availability of parking, etc. for both residents and visitors, Consistency and variability of travel times, predictability of travel times.



4. PROXIMITY OF SERVICE

Number of households by income within walking distance to schools and services. Number of households within 30-minute transit ride or 20-minute auto ride of employment center, etc. Number of transit transfers needed, time spent in transit. Access to recreational facilities within the Basin.



5. ENVIRONMENTAL IMPACTS

Projects and programs that reduce quantities of air pollutants (PM, NOx) reduction, 40 level of physical activity, etc., reduce greenhouse gases and promote company development reducing VMT per capita.

Caltrans (2010). Smart Mobility Framework 2010: A Call to Action for the New Decade, p 10



6. ECONOMIC IMPACTS

Number of households within 30-minute transit ride or 20-minute auto ride of shopping, recreational and/or travel centers. Number of transit transfers needed, time spent in transit.



7. SAFETY

Collision rate and severity; personal safety issues (harassment, profiling, etc.)

Caltrans (2010). Smart Mobility Framework 2010: A Call to Action for the New Decade, p 10

**“ TO BREATHE THE SAME
AIR AS THE ANGELS,
YOU MUST GO TO TAHOE.”**

– MARK TWAIN



Policy I–4.0

Support micro-mobility options that are accessible and do not have barriers for use, including requiring smart devices.

Policy I–5.0

Create a web-based equity dashboard that tracks progress on disparities related to TRPA’s Initiatives and include findings within the TRPA’s Annual Report or a separate annual report, and shared with organizations serving underrepresented and underserved populations.

Policy I–6.0

Support the California Department of Transportation (Caltrans) Broadband Middle-Mile Broadband Initiative to designate state highway facilities in the Tahoe Basin as Middle-Mile corridors and similar broadband efforts by the Nevada Department of Transportation (NDOT).

Policy I-7.0

Coordinate with local agency partners to establish “Last-Mile” broadband fiber optic connectivity to all communities with a priority for communities with little (low-speed) or no broadband access, especially in Community Priority Zones.

Policy I-8.0

Coordinate with state and local agencies to support the expeditious installation of electric vehicle (EV) and other electric mobility modes (including scooters, bikes, etc.) charging infrastructure in the Tahoe Basin’s Community Priority Zones.

Policy I-9.0

Proactively seek federal and state funding for electric charging infrastructure implementation in the Tahoe Basin.





CHAPTER 4

Service Policies

Existing Service Policies

FROM THE 2020 REGIONAL TRANSPORTATION PLAN:

Policy 1.6

Collaborate with all jurisdictions and employers in the basin to develop, maintain, and implement programs to reduce employee vehicle trips.

Policy 2.13

Coordinate public and private transit service, where feasible, to reduce service costs and avoid service duplication.

Policy 5.2

Ensure access to public transit is compatible with the neighborhood in identified Priority Communities.

Policy 6.2

Improve winter transit access by providing shelters, cleared sidewalks and paths around stops, winter accessible bike racks, and warm shelters at mobility hubs and major transit stops.

Policy 2.7

Provide specialized and subsidized public transportation services and programs for individuals with disabilities that is consistent with Coordinated Human Services Transportation plans.

Policy 1.5

Facilitate and promote the use of zero emission vehicle transit, fleet, and personal vehicles through implementation of the Tahoe-Truckee Plug-in Electric Vehicle Readiness Plan, education, incentives, funding, and permit streamlining.

Policy 2.10

Ensure all transit is Americans with Disabilities Act (ADA) compliant, Universally Accessible, and consistent with Coordinated Human Services Transportation Plans.

Policy 2.13

Coordinate public and private transit service, where feasible, to reduce costs of service and avoid service duplication.

Policy 2.14

Support, where feasible, the implementation of on-demand, dynamically routed transit shuttles.

Policy 2.21

Paid parking revenues should benefit infrastructure and services for transit, pedestrians, and bicyclists within the areas that funds are generated.



Service Policies

Policy S–1.0

Ensure proposed projects aimed towards addressing unmet transportation needs, specifically for seniors and individuals with disabilities, are listed or addressed in the proposed project list for specialized and fixed-route services identified in the Coordinated Human Services Plan to identify and fund equitable specialized services and fixed route services.

Policy S–2.0

Establish cross-jurisdictional and interagency collaboration to ensure integrated regional transportation planning and management is developed, maintained, and implemented to address the needs of Tribes and communities, specifically people in disadvantaged communities, who lack and/or need reliable transportation service connections to reach essential services such as medical care, grocery stores, etc.

Policy S–3.0

Ensure services to public and active transportation are compatible and accessible to Tribes and communities, specifically for people with disabilities, households with little to no internet, low-income households, households with zero vehicles, etc.

Policy S–4.0

Ensure access to all services and modes of transportation are equitable and accessible, specifically for Tribes and communities and neighborhoods identified as Community Priority Zones in the RTP.

Policy S-5.0

Ensure all proposed services and programs for transportation are affordable and accessible for low-income households.

Policy S-6.0

Promote quality of service for transportation services meet the needs of Tribes and communities, specifically people in disadvantaged communities and people with disabilities.

Policy S-7.0

Support opportunities for crisis training for bus/shuttle drivers and others with direct interactions with the public, such as domestic violence and mental health crisis training.





CHAPTER 5

Environment Policies

Existing Environment Policies

FROM THE 2020 REGIONAL TRANSPORTATION PLAN:

Policy 1.1

Support mixed-use, transit-oriented development, and community revitalization projects that encourages walking, bicycling, and easy access to existing and planned transit stops.

Policy 1.5

Coordinate Prioritize projects and programs that enhance non-automobile travel modes.

Policy 6.1

Preserve the condition of sidewalks and bicycle facilities and maintain, where feasible, for year-round use.

Policy 6.2

Improve winter transit access by providing shelters, cleared sidewalks and pathways around stops, winter accessible bike racks, and warm shelters at mobility hubs and major transit stops.



Environment Policies

Policy ENV-1.0

Consider utilizing smart (motion sensor) street lighting to reduce light pollution (dark sky) and reduce energy while providing safety for peds and other users.

Policy ENV-2.0

Provide educational programs and assistance to encourage and enable greater use of transit in place of auto trips.

Policy ENV-3.0

Provide an opportunity for local jurisdictions to begin discussions around coordinated evacuation planning with transportation departments and transit agencies.





CHAPTER 6

Technology Policies

Technology Policies

Policy T-1.0

Support continued field deployment of Intelligent Transportation System travel information in Tahoe Basin with an emphasis on real-time information related to multi-modal opportunities, transit vehicle arrival, way-finding to points-of-interest, available parking, and real-time information on available parking.

Policy T-2.0

Coordinate with Caltrans, Nevada Department of Transportation, and local jurisdictions to support installation of cloud-based Transit Signal Priority (TSP) systems at signalized intersections within urbanized areas of the Tahoe Basin.

Policy T-3.0

Support coordination among state and local agencies to implement a multijurisdictional Transportation Management Center.

Policy T-4.0

Support the implementation of Data Platforms that facilitate systemwide integration of IT telecommunications data for a Transportation Management Center.





Mail

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Contact

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STAFF REPORT

Date: July 19, 2023
To: Governing Board
From: TRPA Staff
Subject: Tahoe Regional Trails Strategy Update

Summary and Staff Recommendation:

Tahoe's system of 585 miles of dirt trails, managed by four different land managers and maintained by a coalition of trail stewardship organizations, is enjoyed by hikers, bikers, equestrians, dirt bikers, rock climbers, backpackers, and backcountry enthusiasts year-round. For the first time ever, land managers, trail stewardship organizations, and trail users came together to develop a comprehensive vision and strategy for the future of trails at Lake Tahoe, known as the Tahoe Regional Trails Strategy. Staff will provide an informational presentation on the multi-year planning effort to develop the Regional Trails Strategy and what it means for Tahoe's dirt trails moving forward.

Required Motions:

This is an informational item. No action is required.

Project Description/Background:

Beginning in 2020, TRPA staff convened a steering committee made up of key trail partners to create a long-term vision for a connected and accessible trail network for the Lake Tahoe Basin. The key goal for creating a Strategy document was to take a regional perspective to trail planning and building, to break through individual silos that have long been present, and to build coordination between agencies to enhance implementation of priorities and objectives. TRPA, as the regional convener, facilitated the planning process to help establish trail priority projects in the EIP. Partners that participated on the steering committee included:

- Washoe Tribe of Nevada and California
- Forest Service Lake Tahoe Basin Management Unit
- Tahoe Area Mountain Biking Association
- Tahoe Fund
- Tahoe Rim Trail Association
- California State Parks, Nevada State Parks
- California Tahoe Conservancy
- Achieve Tahoe

After nearly two and half years, the final Strategy outlines priority trail and trailhead improvements, decommissioning projects, and maintenance projects in the basin over the next 15 years. Implementation details of singular projects, including specific trail alignments and environmental

review, are the responsibility of the land manager. Projects were rated and prioritized based on a set of goals and objectives developed by the steering committee and public, which included:

- **Environmental sustainability:** Projects should be sustainable and culturally respectful. Projects that could be accessed without a car (via transit or paved path connection) and did not cross sensitive wildlife habitat scored higher.
- **Equitable:** Improve trail options and accessibility for all, especially for people with disabilities, underserved communities, and tribal members. Projects that would provide multi-use access, were located near a Community Priority Zone, and would be constructed to allow people with physical disabilities scored higher.
- **Connected:** Create a seamless, connected, and navigable trail system. Projects that would create connections to the existing dirt trail and paved path network scored higher.
- **Enjoyable:** Create a positive experience for Tahoe's diverse set of trail users. Projects that would provide scenic vistas, lead to points of interest, or provide a unique experience scored higher.
- **Feasibility:** Ensure the long term feasibility of the trail system through ongoing coordination of priorities, resources, and funding. Projects that would be constructed by one land manager, had broad public support, and did not have conflicts with private property owners scored higher.

Over the next 15 years, partners are expected to implement approximately 53 new miles of trail connections, reroute four miles of existing trails to more sustainable alignments, formalize seven miles of social trails, improve trailhead amenities at 26 locations, and add six new trailheads. New trail connections such as the Emerald Bay to Meeks Bay connector and conceptual Incline Lower Connector, will provide access for mountain bikers to legally circumnavigate the lake outside of wilderness areas designated for hikers and equestrians. Trail reroutes such as the Tahoe Meadows Interpretive Loop will improve accessibility for people with disabilities and create loop trail options.

Until now, there has not been a collaborative priority list of dirt trail projects for the region. With the completion of this strategy, the five-year priority list of projects will be adopted into the EIP and the steering committee will be formalized as an EIP working group to set annual priorities and leverage funding for trails.

More information on the Regional Trails Strategy can be found at tahoetrailsplan.org.

Contact Information:

For questions regarding this agenda item, please contact Alyssa Bettinger, Senior Planner, at (775) 589-5301 or abettinger@trpa.gov or Kira Smith, Senior Transportation Planner, at (775) 589-5236 or ksmith@trpa.gov.



Tahoe In Brief

Tahoe Regional Planning Agency (TRPA) Governing Board Monthly Report

July 2023

TRPA CALENDAR AT-A-GLANCE

JULY 2023

- July 26: TRPA Governing Board Meeting

AUGUST 2023

- August 9: TRPA Advisory Planning Commission Meeting
- August 9, Lake Tahoe Summit, North Tahoe Event Center in Kings Beach, CA
- August 23: TRPA Governing Board Meeting at the North Tahoe Event Center in Kings Beach, CA. (Note that a walking tour is planned for after the meeting.)

SEPTEMBER 2023

- September 13: TRPA Advisory Planning Commission Meeting
- September 27: TRPA Governing Board Meeting

OCTOBER 2023

- October 11: TRPA Advisory Planning Commission Meeting
- October 25: TRPA Governing Board Meeting

Potential agenda items August to December could include:

- TRPA's Transportation Equity Study
- Tahoe Living Phase 2: Land Use Code Innovation to Promote Affordable and Workforce Housing Solutions informational and consideration hearings.
- Climate Resilience Dashboard
- Homewood Master Plan amendment
- Tahoe Valley and Tourist Core Area Plan amendments

TRPA STRATEGIC INITIATIVES

(TRPA staff is reporting on these six initiatives in the existing format until the Governing Board updates priorities.)

The graphic features a blue header with the text 'TRPA STRATEGIC INITIATIVES' in white. Below this is an orange box containing a paragraph of text. Underneath the orange box is a light blue box containing a bulleted list of six initiatives.

TRPA STRATEGIC INITIATIVES

Set by the Governing Board, these strategic initiatives reflect the agency's commitment to protect Lake Tahoe's environment while improving regional transportation, increasing diverse housing options, and facilitating community revitalization.

- **Building Resiliency: Climate Change and Sustainability**
- **Keeping Tahoe Moving: Transportation and Destination Stewardship**
- **Tahoe Living: Housing and Community Revitalization**
- **Restoration Blueprint: Environmental Improvement Program Implementation**
- **Measuring What Matters: Thresholds and Monitoring Update**
- **Digital First: Innovation**

KEEPING TAHOE MOVING: TRANSPORTATION & DESTINATION STEWARDSHIP STRATEGIC INITIATIVE

This initiative includes an update of the Regional Transportation Plan/Sustainable Communities Strategy, which encompasses greenhouse gas (GHG) reduction, the work of the Bi-State Consultation on Transportation, destination stewardship planning, and ongoing transportation corridor planning.

Governing Board Committee Presentations

At the July Governing Board meeting, the Environmental Improvement Transportation and Public Outreach (EITPO) Committee meeting will include presentations on transportation funding, transit, active transportation, and updates on Environmental Improvement Program (EIP) summer projects. Nick Haven, Transportation Improvement Department Manager and MPO Director will provide the status on sustainable transportation funding since the last update in April. Nick will walk through new local, state, and federal funding received for transportation projects. Carl Hasty, District Manager of the Tahoe Transportation District (TTD), will provide an overview on the update of the

TTD short-range transit plan, the Incline Mobility Hub site assessment process, the Transit Maintenance Facility feasibility location study, State Route 28 multi-modal improvements implementation, the recently awarded SMART Grant, and the Low-No Grant for further transit fleet conversion.

On the planning front, Ryan Murray from the Transportation Planning team will present on the Active Transportation Plan process, which is currently underway. Status reports on ongoing outreach, levels of traffic stress analysis, and overview of various policy recommendations will be provided. Additionally, following the August Governing Board meeting there will be a walkabout with Placer County executives and TRPA Advisory Planning Commission members including Kevin Drake. The intent of the walkabout is to highlight issues specific to the Placer County area, such as opportunities for growth, redevelopment in town centers, public parking policy, amongst others.

TRPA Staff Contact: Michelle Glickert, Principal Transportation Planner & Transportation Planning Program Manager
775-589-5204, mglickert@trpa.gov

Associated Working Group(s)/Committee(s):

- Bi-State Consultation on Transportation
- Transportation Performance Technical Advisory Committee
- Tahoe Transportation Implementation Committee
- Lake Tahoe Destination Stewardship Plan Core Team and Executive Team
- Lake Tahoe Destination Stewardship Coordinating Committees
- Regional Trails Plan Steering Committee

Website(s):

- <https://www.trpa.gov/transportation/#programs>
- <https://www.trpa.gov/programs/sustainable-recreation/>
- <https://stewardshiptahoe.org/>

Newsletter: Sign up to receive news by sending an email to enews@trpa.gov and put "Transportation" or "Destination Stewardship" in the subject line.

TAHOE LIVING: HOUSING & COMMUNITY REVITALIZATION STRATEGIC INITIATIVE

This initiative addresses strategies for implementing affordable and achievable workforce housing as a key component of healthy, sustainable communities in the region. The Tahoe Living initiative implements the Regional Plan, the Regional Transportation Plan/Sustainable Communities Strategy, the Regional Housing Needs Allocation, and other identified regional housing needs.

Land Use Code Innovation to Promote Affordable and Workforce Housing

Throughout the summer staff is engaging with the community on proposed changes to development right standards like height, density, and land coverage through events such as farmer's markets, one-on-one meetings, workshops, and fact sheets. Staff is working with a code technical committee to finalize the proposed amendments to bring back to the Governing Board for consideration in fall of 2023.

TRPA Staff Contact: Karen Fink, Housing and Community Revitalization Program Manager
775-589-5258, kfink@trpa.gov

Associated Working Group(s)/Committee(s):

- Tahoe Living Working Group
- TRPA Governing Board Local Government & Housing Committee

Website(s):

- Meeting materials are posted on the Tahoe Living Working Group page: <https://www.trpa.gov/tahoe-living-housing-and-community-revitalization-working-group-2/>
- Tahoe Housing Story Map: <https://storymaps.arcgis.com/stories/62ae9110d85c43ecb381eb3f3ccec196>

Newsletter: Sign up to receive housing news by sending an email to enews@trpa.gov and put "Housing" in the subject line.

RESTORATION BLUEPRINT: ENVIRONMENTAL IMPROVEMENT PROGRAM

This initiative focuses on Environmental Improvement Program (EIP) implementation to keep pace with current threats and to build resiliency to climate change. The EIP has a proven track record over 25 years. This bi-state, cross-boundary restoration partnership has implemented more than 700 projects to improve the environmental and economic health of the Tahoe Basin. To build on the program's success, TRPA staff are accelerating project implementation on multiple fronts including streamlining EIP project permitting by "Cutting the Green Tape," augmenting program funding, and building partnerships at the national and regional levels.



Forest Health Briefing

TRPA staff will be presenting on forest health priority projects, capacity needs, and funding at the July Governing Board meeting. The presentation will be informational and cover forest health projects around the Basin, the importance of continued investment in initial and maintenance treatments, and the Tahoe Fire & Fuel Team's focus on coordinated communication and funding.

TRPA Staff Contact: Kat McIntyre, Department Manager, Environmental Improvement Program
412-225-2181, kmintyre@trpa.gov

Associated Working Group(s)/Committee(s):

- Governing Board Environmental Improvement Program Committee
- Tahoe Interagency Executives Steering Committee

Website(s):

- EIP Project Tracker: <https://eip.laketahoeinfo.org/>
- Cutting the Green Tape: <https://resources.ca.gov/Initiatives/Cutting-Green-Tape>

DIGITAL FIRST: INNOVATION INITIATIVE

This initiative recognizes the agency's unique ability to address external events, technology changes, and pursue continuous improvement. It involves significantly improving the ability of the agency to provide services in a "digital first" way by rethinking processes and using innovative technology.

Project Permitting

See tables on the next pages for permitting details.

TRPA Applications by Project Type through June 30, 2023

TRPA Applications by Project Type	2021	2022	2023 YTD
Residential Projects	242	267	136
Commercial Projects	11	18	16
Recreation/Public Service Projects	44	48	21
Environmental Improvement Projects	13	5	5
Shorezone/Lakezone Projects	130	66	11
Buoy and Mooring Projects	48	15	8
Grading Projects	37	35	16
Verifications and Banking	427	379	129
Transfers of Development	55	59	16
Other	142	233	78
Grand Total	1,149	1,125	436

Completeness Review Performance

	<u>April 30, 2023</u>	<u>May 31, 2023</u>	<u>June 30, 2023</u>
Completeness Reviews Finished During Period	66	99	117
Reviewed within 30 Days of Submission	66	99	116
Over 30 Days from Submission	0	0	1
Percent Over 30 Days	0%	0%	1%
Files with Completeness Over 30 Days	N/A	N/A	ERSP2023-0473 (Shore-Lakezone, 33 days)
Applications Not Yet Reviewed for Completeness	46	49	30
Under 30 Days Since Submission	46	48	30
Over 30 Days Since Submission	0	1	0
Percent Over 30 Days	N/A	2%	0%

Application Review Performance

	<u>April 30, 2023</u>	<u>May 31, 2023</u>	<u>June 30, 2023</u>
Issued Permits	76	82	70
Issued within 120 Days of Complete Application	63	75	62
Issued over 120 Days from Complete Application	13	7	7
Percent Over 120 Days	17%	9%	10%
Files with Issued Permits - Over 120 Days:	ERSP2021-0715 (Shore-Lakezone; 347 days)	ERSP2021-1814 (Shore- Lakezone; 306 days)	ERSP2021-1373 (Shore- Lakezone; 355 days)
	ERSP2022-1316 (Res Dwelling; 273 days)	MOOR2021- 1907 (Mooring Permit; 257 days)	ERSP2022-1117 (Shore- Lakezone; 337 days)
	ERSP2022-1124 (Shore-Lakezone; 245 days)	ERSP2022-1557 (Res Dwelling; 231 days)	MOOR2021- 1930 (Mooring Permit; 252 days)
	ERSP2022-0043 (Shore-Lakezone; 242 days)	MOOR2022- 1579 (Mooring Permit; 169 days)	MOOR2021- 1866 (Mooring Permit; 228 days)
	MOOR2021-1830 (Mooring Permit; 191 days)	ERSP2022-0107 (Shore- Lakezone; 163 days)	MOOR2021- 1909 (Mooring Permit; 212 days)
	ERSP2021-1854 (Shore-Lakezone; 189 days)	MOOR2021- 1892 (Mooring Permit; 143 days)	MOOR2021- 1887 (Mooring Permit; 197 days)
	MOOR2021-1839 (Mooring Permit; 178 days)	MOOR2022- 1826 (Mooring Permit; 141 days)	MOOR2022- 1835 (Mooring Permit; 163 days)
	ERSP2022-0045 (Shore-Lakezone; 174 days)		
	MOOR2021-1844 (Mooring Permit; 145 days)		

MOOR2022-1831
(Mooring Permit;
132 days)
ERSP2022-1956
(Shore-Lakezone;
124 days)
ERSP2018-0499-
01 (Shore-
Lakezone; 123
days)
ERSP2022-1501
(Conversion; 121
days)

	<u>April 30, 2023</u>	<u>May 31, 2023</u>	<u>June 30, 2023</u>
Applications in Review	72	80	117
Under 120 Days in TRPA Review	72	80	117
Over 120 Days in TRPA Review	0	0	0
Percent Over 120 Days	0%	0%	0%
Files In Review - Over 120 Days:	N/A	N/A	N/A

	<u>April 30, 2023</u>	<u>May 31, 2023</u>	<u>June 30, 2023</u>
Applications Requiring Additional Info. From Applicants for TRPA Review	118	101	105

For detailed information on the status of any application listed here please contact Wendy Jepson, Permitting and Compliance Department Manager, at wjepson@trpa.gov or Tiffany Good, Permitting Program Manager, at tgood@trpa.gov.



STAFF REPORT

Date: July 19, 2023
To: TRPA Operations & Governance Committee
From: TRPA Staff
Subject: Quarterly Treasurer's Report

Summary and Staff Recommendation:

Inflation and fear of a recession are having an impact on the yield curve. Currently short-term rates of 1 year and less have higher returns than 2-year Treasuries. We continue to stay short with 70% of our investments in liquid pools (LAIF/LGIP/MM Funds), 76% of our investments mature in less than 1 year, 23% in the 1 to 3-year category, and only 1% (one security) over 3 years.

There were no unusual Treasury events during this three-month period. The attachment shows our investments broken down by investment type and maturity. It also lists each individual investment in the Principal Group Investment Pool. I have also included comparable returns.

This item is for informational purposes and no action is required.

Investments:

The last Treasurer's report was two months ago. Since then, we have had 7 maturities totaling \$2.1 million. There were no rating changes. Only 6% of the investments are rated commercial securities with 30% in Treasuries, rated AAA by Moody's (unrated by S&P). Most of our investments, 64%, are in investment pools. Please note we are focusing on Moody's ratings now instead of Standard and Poor. For some reason, when we switched from Wells Fargo to Principle Group, the S&P ratings were slow to populate in our report. Since the Moody's rating is shown for more investments than S&P, we will feature that going forward. Moody's does carry an AAA rating on Treasuries, while S&P does not rate them.

TRPA Investments total \$29.4M, down from \$31.7M from the last report. This is due to spending down the State funds received in the first quarter of the fiscal year. The unrealized loss increased \$0.1M. The maturity of the pool increased from 13.5 months to 16.7 months, but we still only have 1% of the pool in securities that mature in more than three years. We are still staying short with only one small Home Depot note in the 3–5-year category. As a reminder, the bulk of the investments are mitigation funds and securities held for other parties. This cash is not available for TRPA use.

Please see the attachment for a breakout of the ratings. All securities in the portfolio meet the rating and term requirements of our Investment Policy. All securities are at least A- (S&P) or A3 (Moody's). We have three with an S&P A- rating, but only one with a Moody's A3 (and it is one of the two S&P rated A-securities, a Huntington Bank note for \$250K).

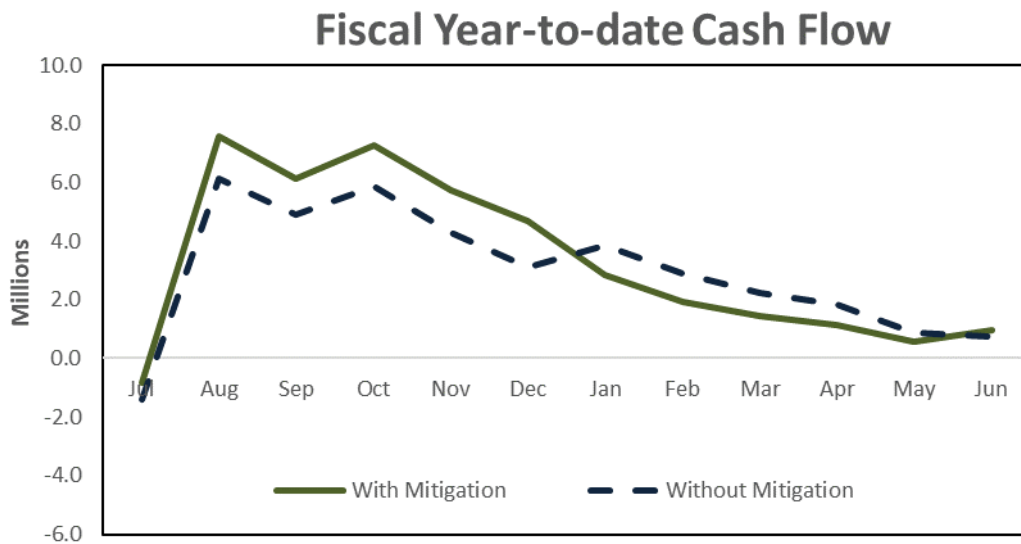
OPERATIONS & GOVERNANCE
COMMITTEE AGENDA ITEM NO. 4

The current breakdown by type and maturity is:

	BELOW 1	1 TO 3	3 TO 5	Total	% of Pool	Policy
CA State Investment Pool	15,509,942			15,509,942	53%	No Limit
NV State Investment Pool	1,889,490			1,889,490	6%	No Limit
Treasuries	3,595,869	5,829,455	-	9,425,324	32%	< 75 %
Corporate	845,056	645,297	187,944	1,678,297	6%	< 20%
Money Market Fund	873,598			873,598	3%	< 20%
Totals	22,713,954	6,474,752	187,944	29,376,650	100%	
% of Pool	77%	22%	1%			

Cash Flow

Cash flow was a negative \$0.5M for the Quarter, normal since we receive the State allocations in advance. Surprisingly, June was positive due to Mitigation fund receipts. Total receipts for the quarter were \$4.8M. Disbursements were \$5.3M, higher than in prior years. All expenditures were within budget.



For questions regarding this agenda item, please contact Chris Keillor, Finance Director, at (775) 589-5222 or ckeillor@trpa.gov.

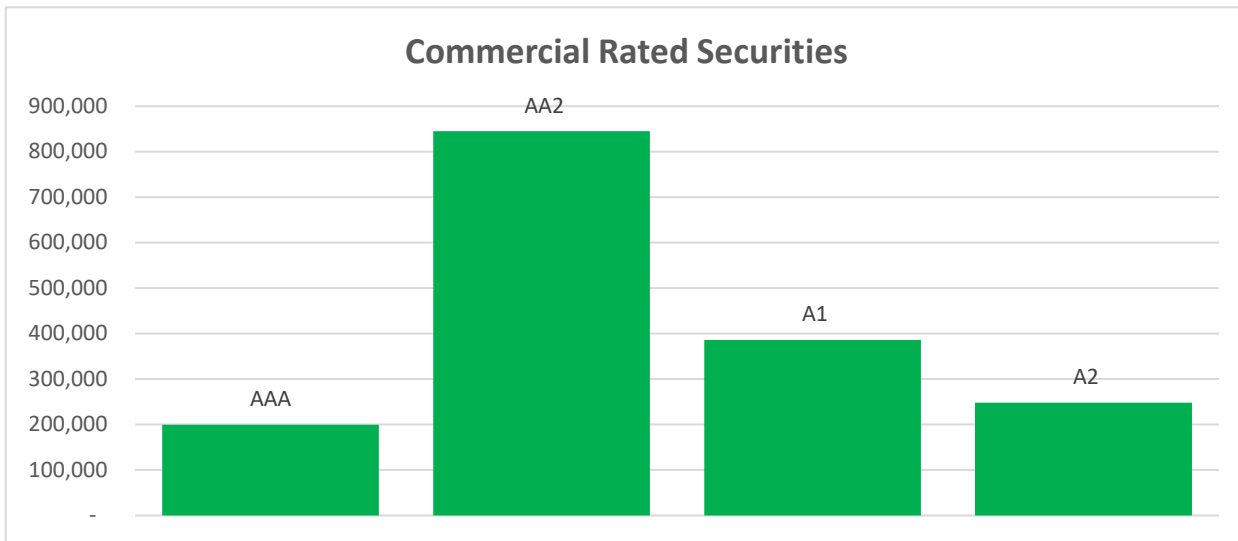
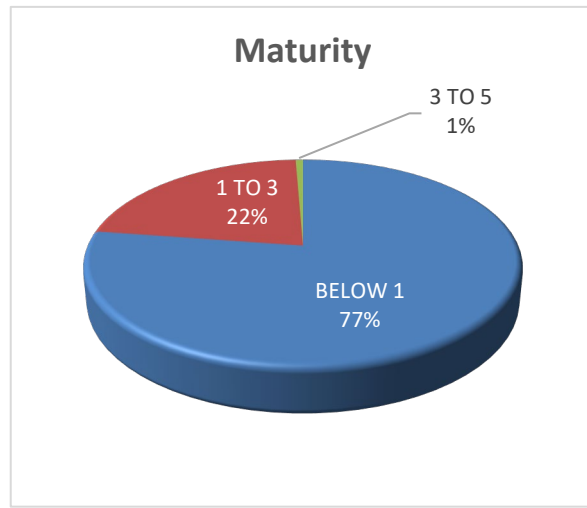
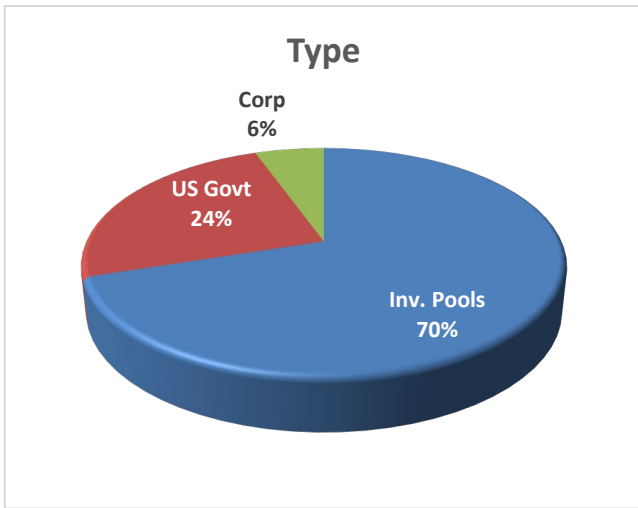
Attachment:

- A. Treasurer’s Report Addendum

Attachment A

Treasurer's Report Addendum

TRPA Quarterly Treasurer's Report
As of 6/30/23



Security	Yields		
	Return	Date	Basis
1 Month Bill	5.186%	7/5/23	Spot Rate
3 Month Bill	5.350%	7/5/23	Spot Rate
6 Month Bill	5.483%	7/5/23	Spot Rate
1 Year Note	5.406%	4/5/23	Spot Rate
2 Year Note	4.955%	7/5/23	Spot Rate
MMKT	0.550%	7/5/23	Spot Rate
Principle Group	1.817%	5/2/23	Annual
LAIF	2.993%	4/5/23	Monthly
LGIP	4.246%	11/30/22	May

Securities Held by TRPA*As of 6/30/23*

Investment	Market Value	Unrealized Gain(Loss)
CA LAIF	15,509,942	
NV LGIP	1,889,490	
FED HERMES GOVT OB	873,598	
Total Investment Pools	<u>18,273,029</u>	
BANK OF AMERICA CORP	199,852	(14,312)
CANADIAN IMPERIAL BA	199,144	(11,032)
CATERPILLAR FINL SE	198,090	(2,362)
HUNTINGTON NATIONAL	247,970	(14,815)
TORONTO DOM MTN CONV	196,432	(2,542)
ROYAL BK CANADA CONV	199,920	(80)
JPMORGAN CHASE V-D	248,945	(2,867)
HOME DEPOT INC	187,944	(6,216)
Total Commercial	<u>1,678,297</u>	(54,227)

Securities Held by TRPA*Continued*

Investment	Market Value	Unrealized Gain(Loss)
US TREASURY NOTE	248,440	(4,558)
US TREASURY NOTE	298,770	247
US TREASURY NOTE	198,102	3,329
US TREASURY NOTE	296,460	3,691
US TREASURY NOTE	493,440	6,546
US TREASURY NOTE	493,515	3,379
US TREASURY NOTE	491,700	704
US TREASURY NOTE	490,135	(2,072)
US TREASURY NOTE	195,218	905
U.S. TREASURY NOTES	97,613	(2,063)
US TREASURY NOTE	292,476	(3,399)
US TREASURY NOTE	290,109	621
U.S. TREASURY NOTES	292,395	903
U.S. TREASURY NOTES	243,995	(644)
U.S. TREASURY NOTES	296,064	(2,881)
U.S. TREASURY NOTES	296,379	(3,691)
U.S. TREASURY NOTES	496,115	(2,167)
U.S. TREASURY NOTES	490,175	(9,220)
U.S. TREASURY NOTES	287,766	(2,753)
U.S. TREASURY NOTES	96,051	(3,687)
U.S. TREASURY NOTES	240,478	(1,778)
U.S. TREASURY NOTES	289,137	(6,890)
U.S. TREASURY NOTES	241,455	(4,678)
U.S. TREASURY NOTES	291,891	(2,086)
U.S. TREASURY NOTES	494,415	(3,007)
U.S. TREASURY NOTES	497,405	(5,994)
U.S. TREASURY NOTES	490,665	(12,460)
U.S. TREASURY NOTES	250,273	(2,706)
U.S. TREASURY NOTES	244,688	(6,172)
Total US Government	9,425,324	(62,583)
Total TRPA	29,376,650	(116,809)

