

**TRUCKEE-NORTH TAHOE TRANSPORTATION MANAGEMENT ASSOCIATION**  
**Board of Directors and Steering Committee**  
**April 7, 2022**  
**Minutes**

**INTRODUCTIONS**

Dan Wilkins called the meeting to order at 8:01 AM at Granlibakken and via Zoom. A quorum was established.

**Board members present**

**Heather Bacon**

Dan Wilkins, Town of Truckee  
John Bergmann, Kings Beach/Tahoe Vista  
Kevin Smith, Resort Triangle At Large Seat 1  
Heather Bacon, Resort Triangle At Large Seat 2  
Patrick Fraser, Palisades Tahoe/Highway 89  
Gordon Shaw, Tahoe Basin At Large  
Dave Paulson, West Shore  
Hilda Vazquez, Northstar California/Highway 267  
Jenna Prescott, Donner Summit  
Will Garner, Placer County

**Board members absent**

Mike Woodman, Nevada County Transportation Commission (Rotating RTPA Seat)  
Melissa McHone, Tahoe City/West Shore

Others participating included Executive Director Sara Monson, Program Manager Julia Tohlen, Devin Cartwright, Melissa Chandler, Chase Javrin, Raquel Borrayo, Scott Miklos, Alfred Knotts, Erin Holland, Jared Mantplaisir, Kira Smith, Erin Johnson, Gavin Feiger, Lindsay Romack, Joy Doyle, Jamie Wright, Robin Van Valkenburg, and Michelle Glickert, There may have been other attendees who did not identify themselves.

**PUBLIC COMMENTS**

CHP Sgt. Eric Strecker introduced Lt. Commander Erik Egide, who will be in the Truckee office.

**ACTION ITEMS**

**1. Approval of April 7, 2022 Agenda**

**It was moved by Bergmann and seconded by Shaw to approve today's agenda as presented. Motion carried unanimously.**

**2. Approval of the March 3, 2022 Minutes**

**It was moved by Garner and seconded by Smith to approve the minutes of the March 3, 2022 meeting as presented. Motion carried unanimously.**

**3. Approval of Bills March 2022**

**It was moved by Shaw and seconded by Fraser to approve payment of the bills as presented. Motion carried unanimously.**

**4. Discussion and possible action to delegate authority to Executive Director, Sara Monson to enter into agreements with Incline Village Crystal Bay Visitors Bureau and Placer County to allow TNT/TMA to act as Funds Manager for the Spring 2022 TART Connect Program**

Monson reminded the group of the agreement for TNT TMA to manage Zone 3 of TART Connect. Today's request is for TNT TMA to act as a pass through for funds between Placer County and IVCBVB just for spring 2022. TNT TMA will receive a \$3,500 program management fee. Wright provided more detail on the request.

**It was moved by Prescott and seconded by Vasquez to authorize Monson to enter into agreements with Incline Village Crystal Bay Visitors Bureau and Placer County to allow TNT/TMA to act as Funds Manager for the Spring 2022 TART Connect Program. Motion carried unanimously.**

**5. Discussion and possible action to delegate authority to Executive Director, Sara Monson to enter into the North Lake Tahoe Express Funding Agreement Amendment with program funding partners on behalf of the TNT/TMA**

Monson presented the agreement amendment for increased subsidy from partners to fund the NLTE through the end of this fiscal year.

**It was moved by Shaw and seconded by Fraser to authorize Monson to enter into the North Lake Tahoe Express Funding Agreement Amendment with program funding partners on behalf of the TNT/TMA. Motion carried unanimously.**

**6. Discussion and possible action to approve the TNT/TMA Phone Reimbursement Policy**

Monson presented the policy recommending staff receive a stipend of \$30 per month for using personal cell phones for TNT TMA business. Another option is to provide employees with a phone. If the employee feels the stipend does not cover costs, a bill can be presented and additional funds can be requested.

**It was moved by Bergmann and seconded by Garner to adopt the TNT TMA Phone Reimbursement Policy as presented. Motion carried unanimously.**

**PRESENTATION/DISCUSSION**

**1. Summer Construction Update**

Each organization described plans for the 2022 summer construction season, including anticipated traffic impacts of each project. The joint Summer Construction map is in process.

**a. Raquel Borrayo, Caltrans**

Borrayo noted strategies being considered to address issues at Schaffer Mill Road and Highway 267. The improvements at the intersection of Highways 267 and 28 in Kings Beach has not yet been bid. The drainage project in that area should be completed by the 4<sup>th</sup> of July weekend.

**b. Harold “Austin” McCoy, Devin Cartwright, and Melissa Chandler, NDOT**

Plans Highway 28 along the east shore were discussed. All NDOT trenching projects will include the availability to install conduit for high-speed internet at a later date.

Melissa Chandler and the consultant from Wood Rogers described the US 50 Study and East Shore Corridor Management Plan, which should be completed this summer.

There was a brief discussion about lessons learned from last summer’s evacuations due to the Caldor Fire.

**2. Washoe/Tahoe Housing Needs Assessment -Chase Janvrin, Tahoe Prosperity Center**

Janvrin presented the results of the Housing Study, which considered impacts of the lack of affordable and available housing on employees, schools, and services. Recommendations included broad community messaging on the issues with the goals of a shared vision and strategy to address the problem.

**REPORTS**

**1. North Lake Tahoe Express – Sara Monson, TNT/TMA Executive Director**

Monson reported on recent meetings to discuss next year’s NLTE contract, including routes, fares, expenses, and additional subsidy from partners. She hopes to bring a budget to this Board next month.

There were 776 passengers this month, compared with 951 in March 2020. Monson suggested the lower numbers are because single passenger rides are being discouraged.

Discussion followed regarding strategies to reduce costs by renegotiating the contract with My Ride to Work and considering changes to the zones.

## **2. Winter Park and Ride – Sara Monson, TNT/TMA Executive Director**

Monson showed a graph of the anticipated Park and Ride schedule from January to March. There were several challenges this year. For example, some dates were cancelled due to lack of staffing or weather issues. The operator did not collect data on several dates. At the Airport, people were using the service all at the same time, some parked in the wrong place at the airport, and some were disrespectful of Airport property.

The service between Northstar and the Airport had the highest ridership, possibly because Northstar directed people to the shuttles and Palisades parking only filled up on four days. That said, passenger counts were much lower than in 2018/19.

Discussion followed regarding pros and cons of the service and strategies to increase ridership, such as promoting it closer to Interstate 80 off-ramps.

Monson will talk to Palisades, Northstar, and Placer County about continuing the service. She is meeting with Placer County and the Town of Truckee regarding 4<sup>th</sup> of July shuttles.

## **3. Tahoe Transportation District (TTD) Board Representative Update - Andy Chapman, TNT/TMA Board of Directors**

No report was given.

## **4. Eastern Placer County Capital Investment Committee (CAP) Board Representative Update - Gordon Shaw, TNT/TMA Board of Directors**

No report was given.

## **5. Tahoe Truckee Area Regional Transit (TART)**

**- Jaime Wright, Placer County DPW**

**- Alfred Knotts, Town of Truckee DPW**

The joint report was included in today's meeting packet. Wright noted the changes in the format and the inclusion of more information. Let her or Knotts know of any other requests.

## **6. Planning & Consulting - Steve Teshara, TMA Management & Planning Consultant**

The report was included in today's meeting packet.

## **AREA REPORTS**

### **1. Board Member Reports**

Smith announced he is moving from the area. Today is his last TNT TMA meeting. He was thanked for his service to this organization and commitment to the community.

### **2. Other Area Reports**

No additional reports were given.

### **3. Board Chairman's Report**

Wilkins has asked Monson to send Board members a poll regarding future meeting formats.

### **4. Executive Director's Report**

Monson noted her written report in today's meeting packet.

## **FUTURE AGENDA ITEM REQUESTS**

- Purchasing and Procurement Policy
- Reserve Policy
- NLTE Program Update
- Presentation on Truckee Trails and Bikeways Master Plan (also invite Placer County to participate)
- Report from Placer County DPW regarding paid parking considerations in town centers
- Mechanisms for the Transportation Sustainable Revenue Proposal
- Update on bike share
- Commute Tahoe update

**NEXT TMA BOARD MEETING: Thursday, May 5, 2022**

## **ADJOURN**

There being no further business to come before the Board, the meeting adjourned at 10:01 AM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS