TRPA
APC
PACKETS

JULY
1993
TAHOE REGIONAL PLANNING AGENCY
ADVISORY PLANNING COMMISSION
NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Advisory Planning Commission of the Tahoe Regional Planning Agency will conduct its regular meeting at 9:30 a.m. on Wednesday, July 14, 1993, at the Tahoe Sands Inn Convention Center, 3600 U.S. 50, South Lake Tahoe, California. The agenda for said meeting is attached hereto and made a part of this notice.

July 1, 1993

By: [Signature]
David S. Ziegler
Executive Director
All items on this agenda are action items unless otherwise noted.

AGENDA

I. CALL TO ORDER AND DETERMINATION OF QUORUM

II. APPROVAL OF AGENDA

III. DISPOSITION OF MINUTES

IV. PUBLIC HEARING AND RECOMMENDATIONS

A. Amendment of Chapter 30, Design Standards; Chapter 12, Regional Plan Maps; and Chapter 32, Regional Plan and Threshold Review, to Implement Scenic Resource Thresholds For Views from Public Recreation Areas

B. Amendment of Regional Plan Land Capability Overlay Map Pursuant to Man-Modified Determination, Tahoe Paradise Chevron, El Dorado County APN 34-671-03

C. Amendment of Plan Area Boundary Between PAS 028, Kings Beach Residential; PAS 029, Kings Beach Commercial; and PAS 031, Brockway Residential, to Add a Block of Parcels Located in PAS 029, Which Are Generally Located on Highway 28 Between Beaver Street and Chipmunk Street, to PAS 028, and to Make Tourist Accommodation Uses a Special Use in PAS 028

D. Amendment of PAS 043, Chateau/Country Club, and PAS 030, Mount Rose, to Include Washoe County APN 126-243-03 in PAS 043

E. Amendment of Prime Fish Habitat Map for Area East of Second Creek in Incline Village, Nevada

V. PLANNING MATTERS

A. Discussion on Employee Trip Reduction Program and Parking Ordinance

B. Other

VI. ADMINISTRATIVE MATTER

A. Review and Discussion of Five-Year Strategy (July 1993–June 1998) and Program of Work for FY 93-94

B. Other
VII. REPORTS

A. Executive Director
B. Legal Counsel
C. APC Members
D. Public Interest Comments

VIII. PENDING MATTERS

IX. RESOLUTIONS

X. ADJOURNMENT
MEMORANDUM

July 5, 1993

To: Advisory Planning Commission

From: TRPA Staff

Subject: Amendment Of Chapter 30, Design Standards, Chapter 12, Regional Plan Maps; And Chapter 32, Regional Plan And Threshold Review, To Implement Scenic Resource Thresholds For Views From Public Recreation Areas

Proposed Action: Staff proposes to amend Chapter 30 of the Code to implement scenic quality thresholds from public outdoor recreation areas as called for in the 1991 Evaluation of Environmental Threshold Carrying Capacities and the Regional Plan. Related minor amendments to Chapter 12, Regional Plan Maps (the scenic overlay map), and Chapter 32, Regional Plan and Threshold Review are also proposed to complete implementation.

This matter is a B-List item (second highest priority) from the 91 Evaluation’s schedule of implementation. As a B-List item it was targeted to be considered for adoption by June, 1993.

At the May, 1993 APC meeting, this matter was the subject of a public hearing. The APC took testimony at the public hearing which was subsequently continued. APC directed staff to contact recreation providers potentially affected by the amendments to provide an opportunity to update the inventories and recommendations. Staff has contacted them and provided copies of each area’s resource evaluation. Those contacted were generally supportive of the amendments because they would help to preserve a high quality recreation experience.

The updating of the inventories and recommendations is still in progress. In August, a complete, revised package will be brought back to the APC for consideration.

AS/rd 7/5/93
MEMORANDUM

July 1, 1993

To: Advisory Planning Commission

From: TRPA Staff

Subject: Amendment of Regional Plan Land Capability Overlay Map Pursuant to Man-Modified Determination, Daum, Tahoe Paradise Chevron; APN 34-671-03, 2986 U.S. Highway 50, El Dorado County

Proposed Action: To amend the Land Capability Overlay Map (F-21) to indicate a determination of man-modified on El Dorado County APN 34-671-03, Tahoe Paradise Chevron.

Staff Recommendation: Staff recommends that the Advisory Planning Commission recommend approval of the plan amendment which changes the land capability of the parcel from land capability class 1b to land capability class 5, with the following conditions:

1. A schedule for the installation of standard BMPs be completed by the owner and a security deposit be posted prior to the acknowledgement of any permits on this parcel. All BMPs must be installed prior to October 15, 1997. Implementation of BMP's relating to, but not limited to, ripping of compacted areas, revegetation, and stabilization of fill sideslopes, shall be required as part of onsite mitigation. The owner shall post a security equal to 110 percent of the project cost as determined by a licensed Civil Engineer or equivalent, to ensure completion of the necessary BMPs on the parcel.

2. Prior to the acknowledgement of a permit for a new project on this parcel which relies on the increase in the allowable land coverage associated with this man-modified determination, the owner shall restore 19,720 square feet of stream environment zone (SEZ). A funded and TRPA approved plan for the restoration of the SEZ area shall be completed by the applicant prior to acknowledgement of any permits. The restoration of SEZ shall occur on parcel APN 34-671-04, or on other parcels which have been designated as SEZ restoration sites within the Meyers Community Plan area.

AGENDA ITEM IV.B. Planning for the Protection of our Lake and Land
Amendment of Regional Plan
Man-Modified Determination, Daum, Tahoe Paradise Chevron
APN 34-671-03
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**Background:** The Daum property is a 19,720 square foot parcel located at 2986 U.S. Highway 50, Meyers, California (see map, Exhibit 1). The field work for a man-modified determination was conducted in May, 1993 by a team of TRPA experts. At the time the man-modified determination request was filed in April 1993, a soils investigation report prepared by Porter Geotechnical was submitted to TRPA. A TRPA team of experts conducted their field investigation in May, 1993. The soils investigations were conducted by Joseph Pepi, TRPA's Certified Professional Soil Scientist, and the hydrologic evaluations and other field investigations were conducted by other TRPA staff.

A soils report was prepared and concluded the soils located on this parcel consisted of 2 to 6 feet of imported fill material placed over the native soils. This information is based on soil borings taken in close proximity to the soil boring locations completed by Porter Geotechnical. These reports support the conclusion that this parcel has been modified by the placement of fill material to the extent that the land capability has been significantly altered.

Chapter 20, Subsection 20.2.F of the TRPA Code of Ordinances, sets forth the standards for processing man-modified determinations. A man-modified determination is appropriate when land has been altered such that it no longer exhibits the characteristics of the original mapped land capability.

**Analysis:** The following analyses are provided to complete the man-modified report:

(a) Geomorphic characteristics - The Geomorphic Analysis of the Lake Tahoe Basin (Bailey, 1974) maps this area within geomorphic units, E-3 (Alluvial lands, high hazard lands). The soils mapped on the parcel (see item c) are consistent with the mapped geomorphic hazard rating. Due to placement of fill material, the geomorphic unit for this parcel has been changed to E2 (Outwash, till, and lake deposits, low hazard lands).

(b) Surface and subsurface hydrology - There is no evidence of near surface groundwater.

(c) Physical/chemical soil characteristics - TRPA Land Capability Map F-21 shows this parcel in one land capability district and soil map unit. The land capability is Class 1b—Stream Environment Zone (SEZ) associated with the Lo (Loamy alluvial land) map unit. This parcel is mapped within one Geomorphic Unit, E-3 (Alluvial lands, high hazard lands) in the Bailey Geomorphic Analysis of the Lake Tahoe Basin. There is little or no native vegetation on the parcel, the majority of which is under asphalt pavement.

The soils on the parcel consist of coarse textured fill material placed over the native soils. The soils report prepared by Joseph Pepi is on file. One soil map unit was found on this parcel. Although the soils found on this parcel are not currently recognized in the Lake Tahoe Basin...
Soil Survey (Rodgers, 1974), they are most similar to the MkB (Meeks gravelly loamy coarse sand, 0 to 5 percent slopes) map unit, which is in land capability class 5.

(d) Erosion hazard - The slope on this parcel is flat and the majority of the parcel is paved. The soils on this site have low runoff potential and a slight relative erosion hazard.

(e) Vegetation - There is little native vegetation on this parcel and the vegetation on the unpaved disturbed areas is sparse.

(f) Land capability district - There was one land capability class found in this detailed soil investigation. This is land capability class 5 associated with MKB (Meeks gravelly loamy coarse sand, 0 to 5 percent slopes) map unit, as identified in the Soil Survey for the Lake Tahoe Basin and the Land Capability Classification of the Lake Tahoe Basin (Bailey, 1974).

**Required Findings:** The following is a list of required findings as set forth in Chapters 6 and 20 of the TRPA Code of Ordinances. Following each finding, TRPA staff has briefly summarized the evidence on which the required finding may be made.

**A. Chapter 6 Findings:**

1. **Finding:** 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.

   **Rationale:** The proposed amendment of the Regional Plan to amend TRPA land Capability Overlay Map F-21 is consistent with the procedures set forth in Chapter of the Code. No significant impacts on the Regional Plan, Goals and Policies, Plan Area Statements, the Code and other TRPA plans and programs are anticipated.

2. **Finding:** That the project will not cause the environmental thresholds to be exceeded.

   **Rationale:** The amendment is consistent with the Regional Plan and will help attain the environmental thresholds.

3. **Finding:** Wherever federal, state and local air and water quality standards applicable for the Region, whichever are stricter, must be attained and maintained pursuant to Article V(d) of the Compact, the project meets or exceeds such standards.
Rationale: See findings 1 and 2 above.

4. Finding: The Regional Plan and all its elements, as implemented through the Code, Rules, and other TRPA plans and programs, as amended, achieves and maintains the thresholds.

Rationale: For the reasons stated in support of findings 1, 2, and 3 above, the proposed amendment will result in the Regional Plan Package continuing to achieve and maintain thresholds.

B. Section 20.2.F. Findings

Finding: The land was modified prior to February 10, 1972.

Rationale: The fill material was placed on the parcel in the mid-1960s prior to the 1972 cutoff date [Code of Ordinances Section 20.2.F(3)(a)]. Documentation of this is contained in the administrative record.

Finding: Further development will not exacerbate the problems resulting from the modification of the land and will not adversely impact sensitive lands adjacent to or nearby the man-modified area.

Rationale: Development of the graded area will not increase runoff or erosion provided all new development is completed with properly designed and installed BMPs which are properly maintained. Revegetation of the graded areas not utilized for development would enhance nutrient uptake and minimize surface erosion potential. There is no evidence of near surface groundwater and further development would not interfere with groundwater.

Finding: The land no longer exhibits the characteristics of land bearing the original land capability classification.

Rationale: The land capability of the parcel was mapped class 1b, based on the soil survey completed in 1972. The placement of fill material has raised the surface of the parcel so that no groundwater is encountered within 5 feet. Before the fill was placed, the parcel had native soils in which a seasonal high water table was found at a depth of 12 to 24 inches. Due to the change in ground surface level by placement of fill, the soils now exhibit the characteristics of a land capability class 5.
Finding: Restoration of the land in question is infeasible because of factors such as the cost thereof, a more positive cost-benefit ration would be achieved by off-site restoration, onsite restoration would cause environmental harm, restoration onsite would interfere with an existing legal use and the land is not identified for restoration by any TRPA program.

Rationale: Onsite restoration of the parcel to the original land form and corresponding slope gradient would require removal of an existing gasoline service station and up to 6 feet of fill material to recreate the original land surface. Restoration of the parcel to the original land surface level would severely impact the existing legal use of the parcel. There are no current TRPA plans for restoration of this parcel. The parcel is within the area designated by the Draft Meyers Community Plan for concentrated commercial development.

Finding: Further development can be mitigated offsite.

Rationale: The major impact related to the change in land capability of this parcel would be related to increased allowed land coverage. This loss of SEZ could be mitigated by offsite restoration of SEZ within the Meyers Community Plan Area. All new land coverage would be subject to the standard TRPA water quality mitigation fees.

Finding: Mitigation of the losses caused by the modification of the land and pertinent land capability district shall be as follows: (i) onsite and offsite mitigation, (ii) pursuant to a maintenance program, including a schedule of maintenance proposed by the owner and approved by TRPA, and (iii) collection of a security, if deemed necessary by TRPA, to guarantee mitigation.

Rationale: The man-modifications of this parcel has resulted in an increased benefit to the owner in that there is an increase in allowed land coverage. The onsite mitigation for development of land coverage would entail runoff control of storm water by infiltration. Revegetation of disturbed areas would reduce runoff and erosion potential onsite. Onsite mitigation measures shall be in compliance with the TRPA BMP Handbook. The owner of the property shall include appropriate onsite mitigation measures with any project proposal submitted to TRPA, for review and approval.
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There will be an increase of 4733 square feet in allowable coverage over the allowed land coverage associated with the previous mapped land capability, as a result of the man-modified determination. This increase in land coverage would not have been available to the property owner had the parcel remained in its natural state. This increase in land coverage can be mitigated offsite by restoration of 19,720 square feet of SEZ. The restoration of SEZ within the Meyers Community Plan Area can be accomplished by the owner restoring SEZ area on APN 34-671-04, or other parcels designated for SEZ restoration within the boundaries of the Meyers Community Plan Area.

The owner of the property shall include a program and schedule for maintenance of the required BMP’s as a condition of approval by TRPA.

Conclusions: Agency staff has found that the original land surface has been filled to such an extent that it now has characteristics which would place it in a higher land capability class than the present class 1b associated with the Lo map unit. It is infeasible to restore the 1b land capability class.
July 1, 1993

To: Advisory Planning Commission

From: TRPA Staff

Subject: Amendment Of Plan Area Boundary Between PAS 028, Kings Beach Residential; PAS 029, Kings Beach Commercial; And PAS 031, Brockway Residential, To Add A Block Of Parcels Located In PAS 029 And PAS 031, Which Are Generally Located On Highway 28 Between Beaver Street And Chipmunk Street, To PAS 028, And To Make Tourist Accommodation Uses A Special Use In PAS 028

Proposed Action: The proposed action is a plan area boundary amendment and a permissible use amendment in Kings Beach. Specifically, the amendment will relocate a block of 13 parcels (listed below) into Plan Area 028, Kings Beach Residential. Two of the 13 parcels would be moved from Plan Area 031, Brockway Residential, and 11 would be moved from Plan Area 029, Kings Beach Commercial (community plan area). The amendment would also add hotels, motels, and other transient dwelling units to Plan Area 028 as a special use. This item was continued from the June, 1993 AFC meeting.

The purpose for the amendment is to facilitate development of an affordable housing residential project, and make adjustments to the Plan Area Statements to reflect existing and proposed uses. Refer to Attachment A, Vicinity Map and Attachment B, Proposed Plan Area Statement Boundaries.

Recommendation: Staff recommends the Advisory Planning Commission recommend approval of the amendments to the Governing Board.

Discussion: The following 13 parcels are proposed to be relocated into Plan Area 028:

Parcels Relocated From Plan Area 031 into Plan Area 028

<table>
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<tr>
<th>APN</th>
<th>Existing Use</th>
<th>Estimated Size (sq. ft.)</th>
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</thead>
<tbody>
<tr>
<td>90-222-28*</td>
<td>Single family residential</td>
<td>12,992</td>
</tr>
<tr>
<td>90-222-29*</td>
<td>Vacant</td>
<td>+14,732</td>
</tr>
<tr>
<td>Total number = 2 parcels</td>
<td></td>
<td>=27,724 sq. ft.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>= 0.63 acres</td>
</tr>
</tbody>
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AS/rd
7/1/93

AGENDA ITEM IV.C.
Planning for the Protection of our Lake and Land
### Parcels Relocated From Plan Area 029 into Plan Area 028

<table>
<thead>
<tr>
<th>APN</th>
<th>Existing Use</th>
<th>Estimated Size (sq. ft.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-222-07</td>
<td>Multi-family residential (8 units)</td>
<td>19,786</td>
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<tr>
<td>90-222-08</td>
<td>Vacant</td>
<td>3,412</td>
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<tr>
<td>90-222-09</td>
<td>Vacant</td>
<td>6,953</td>
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<tr>
<td>90-222-10</td>
<td>Vacant</td>
<td>7,087</td>
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<tr>
<td>90-222-12</td>
<td>Pothill Motel (6 units)</td>
<td>11,250</td>
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<tr>
<td>90-222-13</td>
<td>Single family residential</td>
<td>7,525</td>
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<tr>
<td>90-222-15*</td>
<td>Vacant</td>
<td>12,090</td>
</tr>
<tr>
<td>90-222-16*</td>
<td>Multi-family residential (4 units)</td>
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<td>90-222-17*</td>
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<td>6,338</td>
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<td>90-222-18*</td>
<td>Multi-family residential (3 units)</td>
<td>9,219</td>
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<tr>
<td>90-222-19</td>
<td>Multi-family residential (2 units)</td>
<td>+10,000</td>
</tr>
</tbody>
</table>

Total number = 11 parcels = 101,935 sq. ft. = 2.34 acres

* Parcels proposed by project applicant for affordable housing project.

As previously discussed with the APC, the project applicant desires to include the two parcels now in Plan Area 031 into the project to make it financially attractive.

The remaining 11 parcels, now in Plan Area 029, should be dealt with as a block to avoid spot zoning or bifurcating the plan area. The same 11 parcels were part of the Kings Beach Community Plan, however, none of the plan’s incentives or community design improvements were targeted for them. The majority of existing uses on the parcels is multi-family residential. The Kings Beach Community Plan team concurs that multi-family residential is an appropriate use for the parcels except for the existing Pothill Motel. It will be accommodated by adding hotels, motels, and other transient dwelling units to Plan Area 028 as a special use.

**Analysis:** There are several older hotels and motels presently in Plan Area 028. They are not an allowed use under the current Regional Plan. Several of them may, in fact, be used as multi-family housing. The amendments will make those used as hotels and motels legal uses. There are no bonus tourist accommodation units assigned to or contemplated for Plan Area 028. Under the amendments, the hotels and motels could expand through transfer of existing units. The election of conversion of use provision in Chapter 33 of TRPA’s Code of Ordinances will still be available to qualifying uses regardless of the amendments.
The two parcels presently in Plan Area 031 will have more available uses than are presently allowed if relocated to Plan Area 028. The six parcels presently in Plan Area 029 which are not a part of the proposed affordable housing project will generally be more restricted in terms of permissible uses if relocated to Plan Area 028.

Environmental Analysis: Staff has completed an Initial Environmental Checklist for the proposed action and proposes a finding of no significant effect (FONSI) because the amendments will not increase development potential otherwise permitted by the Regional Plan.

Required Findings: The following findings must be made prior to adopting the proposed amendments:

A. Chapter 6 Findings:

1. Finding: 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.

Rationale: The project will not adversely affect implementation of the Regional Plan because it will not produce development greater than otherwise permitted by the Plan. The amendments will facilitate development of additional affordable housing which is advocated by the Regional Plan (Land Use Element, Housing Subelement, Goal #1). The Kings Beach Community Plan Area will be reduced by the amendments, thereby helping to concentrate commercial uses and resultant impacts.

2. Finding: That the project will not cause the environmental thresholds to be exceeded.

Rationale: The proposed action is not expected to cause the environmental thresholds to be exceeded because it approves no development otherwise inconsistent with the environmental threshold carrying capacities.

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

Rationale: Not applicable. Project applicants will continue to be subject to the Regional Plan package, including maintenance of applicable air and water quality standards.
4. **Finding:** The Regional Plan, as amended, achieves and maintains the thresholds.

**Rationale:** For the reasons stated in Finding 2 above, the Regional Plan will continue to achieve and maintain the thresholds.

Please contact Andrew Strain at (702) 588-4547 if you have any questions or comments regarding this agenda item.
July 1, 1993

To: TRPA Advisory Planning Commission

From: TRPA Staff

Subject: Amendment of PAS 043, Chateau/Country Club, and PAS 030, Mount Rose, to Include Washoe County APN 126-243-03 in PAS 043

Proposed Action: To extend the residential boundary in Incline Village by amending the boundary between Plan Area 030 and Plan Area 043 to include a portion of Assessor’s Parcel Number 126-243-03 within Plan Area 043. See Exhibit A, Vicinity Map.

Recommendation: Staff recommends that the APC conduct the public hearing and recommend to the Governing Board adoption of the proposed amendment.

Background: Plan Area 030 permits summer homes as a special use and does not permit year-round occupied single family dwellings. Plan Area 043 permits single family dwellings as an allowed use.

The subject addition is part of a large parcel (five acres) which lies at the edge of Plan Area 043. The parcel is bordered by United States Forest Service lands to the east, but are otherwise surrounded by developed parcels supporting single family dwellings. When the PAS boundaries were first established in 1983, access to this parcel was not established; the status of the parcel was in question, i.e., paper subdivision; the building potential was limited from a poor land capability standpoint.

The 1972 TRPA Plan had this parcel zoned Rural Estates. According to the TRPA case-by-case subdivision status maps, this parcel was included within the Chateau Acres residential subdivision area. Washoe County zoning historically has been residential for this parcel, and continues to be today. In fact, the County residential zone boundary actually includes this parcel as well as the adjacent parcel, APN 126-232-01, which is in the same ownership. However, staff is only recommending that the portion of parcel 126-243-03 be included in Plan Area 043 that is to the northwest of the SEZ and directly adjacent to the existing residential areas for the reasons set forth below.

Plan Area Statement 030, Mount Rose, describes the area as accessible only by Mt. Rose Highway, with “road access other than the highway...virtually nonexistent.” The Plan Area Statement further describes the Conservation area as accessible only via pull-outs along State Route 431, and provides that
"developed facilities should be limited to those accessible to State Route 431." By contrast, however, the subject parcel is directly accessible via Champagne Road. With existing access via Champagne Road and surrounding residential uses, the subject parcel would seem more to appropriately belong in PAS 043 (Residential), rather than PAS 030 (Conservation).

In the mid-1980's, the United States Forest Service purchased all of the adjoining parcels located within the Conservation area, with the exception of the subject parcel and the adjacent one under the same ownership. These are then the only two parcels remaining in private ownership in the area. Also, under the 1987 rules, the two parcels are recognized as legal lots of record. The applicant proposes to merge the two parcels into one.

The parcel is fully served by existing infrastructure, all of which is stubbed to the end of Champagne Road. Sewer, water, and road assessments have all been paid, as documented by IVGID and Washoe County records. All other utilities are stubbed to the neighboring lot and can be continued to the subject parcels.

The subject parcel is privately owned, is not isolated, has all necessary infrastructure for development, and is capable of sustaining residential uses. The parcel is surrounded on at least two sides by developed residential areas, and is fully serviced by utilities which are stubbed to the end of the existing access road. The parcel has been evaluated under IPES and the tentative score under appeal is 677. This evaluation would make the parcel eligible for an allocation with a buy up of points. It would be allowed 9% land coverage. The parcel should more properly be included within the Residential Plan Area rather than the Conservation Plan Area.

Required Findings: Prior to amending the Regional Plan, the following findings pursuant to Chapter 5 must be made. Brief rationales on which the findings may be based are included:

1. Finding

   The project is consistent with, and will not adversely 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 program.

   Rationale:

   The parcel is adjacent to a developed residential area, and pursuant to the Regional Plan more properly belongs in that area. Development will be limited to that which is allowed in PAS 030, which restricts the parcel to single family dwellings. Any development which will occur will be in accordance with the applicable provisions of the Regional Plan, will not adversely affect its implementation, and will be more in harmony with the Plan.
2. **Finding**

The project will not cause the environmental thresholds to be exceeded.

**Rationale:**

Based on the completion of the Article V(g) checklist, the amendment will not cause applicable environmental thresholds to be exceeded. Development of new single family dwellings must comply with site development standards of the Code and Article V(g) findings to ensure threshold attainment and maintenance.

3. **Finding**

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

**Rationale:**

For the reasons stated in Finding 2 above, the amendment will not cause the air or water quality standards to be exceeded.

4. **Finding**

The Regional Plan, as amended, achieves and maintains the Thresholds.

**Rationale:**

For the reasons stated in Findings 1 and 2 above, the Regional Plan will continue to achieve and maintain the thresholds.

**Environmental Documentation:** Based on the completion of an Initial Environmental Checklist, staff proposes a Finding of No Significant Effect (FONSE) for amending the plan area boundary between Plan Areas 030 and 043.

Please contact Andrew Strain at (702) 588-4547 if you have any questions.
MEMORANDUM

July 6, 1993

To: TRPA Advisory Planning Commission
From: The Staff
Subject: Amendment of Prime Fish Habitat Map for Area East of Second Creek in Incline Village, Nevada

This item is to be continued to the August APC meeting.
MEMORANDUM

July 6, 1993

To: Advisory Planning Commission
From: TRPA Staff
Subject: Draft Employer-Based Trip Reduction Ordinance

Proposed Action: No formal APC action is being requested at this time, but staff would welcome APC comments on the attached draft ordinance. Based on APC and workshop comments, a revised draft will be presented to APC for action in August or September.

Background: The Regional Transportation Plan - Air Quality Plan (RTP-AQP) includes a transportation control measure that requires employers of commercial and retail development to implement trip reduction programs. Employer-based trip reduction is a program of measures designed to reduce the number of vehicles travelling to and from employment sites. Volume III, page 13-14 of the RTP-AQP states:

"TRPA shall propose for adoption ordinances requiring employers and commercial or retail developments to implement trip reduction programs. Employer-based trip reduction programs should achieve an average employee vehicle ridership of 1.5 employees per vehicle. This average vehicle ridership may be achieved through car-pooling, vanpooling, employee shuttles, public transit programs, or promoting non-vehicular transportation. Commercial and retail employers are urged to form or join Transportation Management Associations (TMA) to help develop and implement trip reduction plans and programs."

As outlined in Volume III, p. 3, of the RTP-AQP, Employer-Based Trip Reduction Programs should include the following elements:

1. An evaluation of current average vehicle ridership as determined by an employee survey of at least three months in duration;
2. Designation of an employee transportation manager and coordinator;
3. A description of incentives, services and marketing programs to be offered to employees;

AGENDA ITEM V.A.

Planning for the Protection of our Lake and Land

KN/rd
7/6/93
4. Budgets for employer's trip reduction program;
5. A statement of average weekly staff hours devoted to the trip reduction programs;
6. A statement of commitment to plan implementation;
7. Public transit information relative to the work site;
8. Geographic and demographic data pertinent to site-specific trip reduction planning; and
9. An evaluation of the incentives, services and marketing programs in the trip reduction plan from previous years.

Volume III, p. 3, of the RTP-AQP, Goals and Policies encourages the establishment of Transportation Management Associations (TMAs) in the Tahoe Region. TRPA staff have worked with the Truckee-North Tahoe Transportation Management Association (TNT-TMA) in developing an agreement which directs the TNT-TMA to draft a trip reduction ordinance pursuant to the RTP-AQP.

As a B-List requirement of the 1991 Evaluation Report, TRPA is required to adopt an employer-based trip reduction ordinance by June 30, 1993. The TNT-TMA draft trip reduction ordinance is scheduled for completion on June 30, 1993. Once the TNT-TMA draft ordinance is complete, TRPA staff will review the draft ordinance and supplement additional information as necessary towards the development of a regionwide trip reduction ordinance.

Over the past year, TRPA staff have also worked with staff from the Placer County Transportation Commission (PCTC) and other local jurisdictions to develop an employer-based trip reduction ordinance and has utilized information from the PCTC ordinance and TNT-TMA model ordinance to supplement the regionwide trip reduction ordinance.

Staff has held workshops and has scheduled additional workshops with the local Chambers of Commerce on the draft ordinance. If you have any questions concerning this agenda item, please contact Keith Norberg at (702) 588-4547.
DRAFT TRIP REDUCTION ORDINANCE

PURPOSE

Reduce total vehicle miles travelled in the Tahoe Region by reducing the number of vehicular trips that might otherwise be generated by home-to-work commuting.

Reduce total vehicle emissions in the Tahoe Region by reducing the number of vehicular trips that might otherwise be generated by home-to-work commuting.

Reduce traffic congestion in the Tahoe Region by reducing both the number of vehicular trips and the vehicular miles traveled that might otherwise be generated by home-to-work commuting.

Reduce present and future motor vehicle emissions as a contribution for complying with federal and state ambient air quality standards.

Increase the average vehicle ridership (AVR) during the commute period ("peak period") to work towards goals set forth in the Regional Transportation Plan - Air Quality Plan for the Lake Tahoe Region.

OBJECTIVE

The fundamental objective of the trip reduction program is to increase the average vehicle ridership (AVR) for home-to-work commuting to an average of 1.5 passengers per vehicle (AVR = 1.5). Large employment facilities or common work locations will be expected to accomplish a higher portion of this reduction than small employment centers in recognition of the greater opportunity for rideshare matches and increased viability of transit at large employment facilities.

INTENT

It is the intent of this ordinance that employers strive to reach the goal of an Average Vehicle Ridership (AVR) of 1.5 persons per vehicle within the air basin by 1999. Employers and property controllers are required to put forth a good faith effort to encourage employees to use alternative transportation modes through the methods described below.

DEFINITIONS

Alternative Commute Mode: Method of traveling to and from the worksite other than by single occupant vehicle (i.e., transit, carpool, vanpool, bicycle, walking, telecommuting)
Average Vehicle Ridership (AVR): The average number of persons occupying each vehicle. AVR is calculated by multiplying the number of employees by the standard number of trips in a work week (generally 10), then divided by actual number of vehicular trips per work week. For example, if all employees drive alone to work each day, the AVR = 1.0. 10 employees would be expected to take 10 trips each per week for a total of 100 trips. If only 67 vehicular trips are taken, then the AVR is 1.5, which means that, on average, each vehicle is transporting 1.5 people to their destination. The higher the AVR, the more people are using alternative transportation methods.

Carpool: A motor vehicle occupied by two or more persons traveling to and from work.

Common Work Location: Single building, building complex, campus, or work sites at common location. A common work location is typified by a common private parking lot or area to be used by employees, tenants, customers, and/or other visitors to the complex, notwithstanding parking slot designations, such as specific spaces designated for specific tenants. For Trip Reduction Ordinance purposes, to be considered a common work location, the site must have a central contact point such as a property manager, property owner or lessor.

Commuter: An employee who travels regularly to and from an employment facility three or more days a week.

Commuter Matching Service: Any system for mapping and matching home and work locations of interested commuters to identify prospects for ridesharing.

Employee Transportation Coordinator (ETC): Employee or other individual designated by the employer or project controller to coordinate and implement TCM activities as required by the Transportation Plan.

Peak Period Commuter: Any employee who travels regularly to and from a work facility three or more days a week and arrives or departs from the facility during the peak period specified by the jurisdiction. This peak period should be linked to the hours that commuter congestion actually occurs.

Project Controller: Owner, lessor and/or manager of a common work location.

Property Transportation Coordinator (PTC): Owner, lessor and/or property manager of a common work location, or designee thereof, designated to coordinate and implement TCM activities as required by the Transportation Plan.

Ridesharer: Any employee who commutes to and from his or her work location by any mode other than single occupancy light or medium duty vehicle, motorcycle, or moped.

Shift of Employment: Any group of employees who work at a common work location and who arrive and depart from work in a common time interval not greater than one hour.
Single Occupant Vehicle (SOV): A motor vehicle occupied by one employee for commute purposes.

Transportation Control Measures (TCMs): Measures used to maintain or improve the efficient movement of persons and goods while reducing the congestion and air quality impacts associated with motorized vehicles.

Transportation Control Measure (TCM) Coordinator: TRPA employee or other individual designated to manage and enforce employer compliance with TRO requirements.

Transportation Management Association (TMA): An association, usually of employers, developers, property managers, and public agencies, organized to facilitate, support, and encourage the use of alternative transportation methods for commuters.

Transportation Plan: The plan developed by the employer or project controller to reduce single occupant vehicle trips.

Trip Reduction Credit: The number of points credited to an employer’s Transportation Plan for implementing a specific Transportation Control Measure (TCM) program.

Vanpool: A motor vehicle, other than a motor truck or truck tractor, suited for occupancy by more than six (6) but less than 16 persons including the drive, traveling to and from work.
PROJECT REQUIREMENTS

LEVEL 1:
ALL EMPLOYERS

POSTING
Every employer shall encourage use of alternative commute modes by providing the following:

A. Posting in a conspicuous place or places informational material provided or updated annually by the TCM Coordinator, to encourage ridesharing, such as:

1. Current schedules, rates (including procedures for obtaining transit passes), and routes of mass transit service to the common work location or employment site;

2. The location of all bicycle routes within at least a five-mile radius of the facility;

3. Posters or flyers encouraging the use of ridesharing and referrals to sources of information concerning ridesharing.

B. SURVEY
All employers will be asked to complete and return an annual survey regarding employees' use of alternative transportation modes. For employers of less than 50, a brief survey form on a postcard will be used. Employers of more than 50 shall be provided a more detailed survey form for completion.

LEVEL 2:
ALL EMPLOYERS OR COMMON WORK LOCATIONS, WITH A CENTRAL CONTACT POINT, WITH 50 OR MORE EMPLOYEES AT A SINGLE SITE

In addition to the requirements of Level 1, all employers or Common Work Locations, with a central contact point, with 50 or more employees working at a single site for at least 20 hours per week shall provide additional encouragement for the use of alternative transportation modes through the provision of the following incentives and resources:

EMPLOYEE TRANSPORTATION COORDINATOR (ETC)

For the purposes of clarity any reference to an employer also includes, as appropriate, reference to Common Work Locations. In addition, any reference to an Employee Transportation Coordinator (ETC) for employers also includes, as appropriate, reference to Property Transportation Coordinators (PTC) for Common Work Locations.
Every employer or Common Work Location with 50 or more employees, working at a single site for at least 20 hours per week, shall facilitate the employees use of an area-wide ridesharing program by designating an Employee Transportation Coordinator (ETC) for employers or a Property Transportation Coordinator (PTC) for Common Work Locations. The name, title, address, and telephone number of such Coordinator shall be reported to the TCM Coordinator within 60 calendar days of the effective date of this Ordinance for those employers or Common Work Locations currently having 50 or more employees working at a single site for at least 20 hours per week, or within 60 calendar days after reaching 50 or more employees working at a single site for at least 20 hours per week. In the case of Common Work Locations, property managers or owners may not be immediately aware when the 50 employee threshold is met. Annual surveys and/or employers database updates may provide this information to the TCM Coordinator sooner, in which case they would then notify the property manager or owner of the new employment level. The ETC should be strongly encouraged to take advantage of educational resources, including training seminars, workshops, training manuals, and discussions with other ETCs. ETCs need not be full-time employees, nor is it necessary that ETC duties take up a majority of the designated employee’s time.

The ETCs responsibilities shall include:

a. Publicizing the availability of public transportation.

b. Communicating employee or tenant transportation needs to the TRPA TCM Coordinator, property manager, property owner, and/or City staff as appropriate.

c. Assisting employees or tenants in forming carpools or vanpools.

d. Develop, coordinate, and implement the employer’s Transportation Plan.

e. Coordinate, document, and prepare the Annual Transportation Mode Survey & Report.

f. Perform an annual survey of employees and tenant transportation profile showing the distribution of employees and tenants by transportation mode.

g. Coordinate with property owner/manager and other tenants’ Transportation Plans as applicable.

h. Coordinating participation in a ridesharing program through a Transportation Management Association, either as a member agency or otherwise.

i. Coordinate any necessary, authorized on-site visit by TRPA TCM Coordinator.
TRANSPORTATION PLAN

A Transportation Plan is required for each existing employer or Common Work Location, with a central contact point, having 50 or more employees working at a single site for at least 20 hours per week, and/or for every employer or Common Work Location upon reaching a level of 50 or more employees working at one site for at least 20 hours per week. (NOTE: The single site, 20 hours per week requirement is included to exempt employers and employment situations with a highly mobile employment characteristic, such as construction work, real estate sales, part-time employment, and so on.)

In the case of seasonal work locations, the Transportation Plan shall be in effect only at such times that the employment level reaches 50 or more employees at a single site for at least 20 hours per week.

Transportation Plan Elements

The Transportation Plan shall include:

A. Description. A description of the activity and operating characteristics of the proposed or existing project (e.g., business hours and peak hours of travel), including a parking area map or diagram.

B. Existing Conditions. A description of the alternative transportation facilities and programs currently in place, such as bike lockers, preferential carpool parking, rideshare information posting, vanpool subsidies, etc.

C. Estimate. A description and estimation of the commuting characteristics of the labor force (e.g., travel distance and mode).

D. Transportation Control Measures (TCMs). Measures designed to reduce the number of single occupant vehicle trips. Each TCM is assigned a point value for trip reduction based on its effectiveness in reducing trips.

E. Implementation Schedule. A timeline showing the approximate schedule of implementation of each of the selected mitigation measures.

F. Management Support letter. In order for the Transportation Plan to be successfully implemented, the top management of the employer or Common Work Location must be aware of the program and committed to making it work. A letter expressing that commitment is required.

If an existing project generates or a new project is expected to generate 50 or more employees, the Plan shall be designed to help achieve a goal of AVR of 1.5. To do this, the Plan must include mandatory and optional Transportation Control Measures (TCMs). Each of these Transportation Control Measures (TCMs) are assigned a Trip Reduction Credit; the Plan must include measures that have a cumulative total of 30 trip reduction points. As noted on the TCM menu, some TCMs can only be implemented by employers, while others are suitable for both employer and project controller Transportation Plans.
Trip Reduction Credit for Transportation Control Measures (TCMs)

In order to meet the required levels of trip reduction, every Transportation Plan shall list the TCMs proposed to be implemented. Every plan shall include and implement all of the mandatory TCMs set forth in the Project Requirements. The employer or project controller may then select from optional TCMs from the Transportation Control Measure Menu shown below that will best serve to reduce commute trips of the employees and/or tenants of the particular project. The Transportation Plan will then receive the vehicle trip reduction credits as defined in this section.

TRANSPORTATION CONTROL MEASURE (TCM) MENU

Each of the following Transportation Control Measures (TCMs) are assigned a Trip Reduction Credit. Each Transportation Plan must include measures that have a cumulative total of 30 trip reduction points. The code shown to the left of each measure explains the suitability of that measure for different types of Transportation Plans. A code (E) means it is suitable for Employer plans; a code (P) means it is suitable for Project plans.

Required Transportation Control Measures (TCMs)

*(E) Designation of an Employee Transportation Coordinator (ETC).
   Trip Reduction Credit - 2 points

*(E, P) Posting of Ridesharing information, including:

1. Posters or flyers encouraging the use of ridesharing and referrals to sources of information concerning ridesharing.

2. The names and phone numbers of the Employee Transportation Coordinator (ETC), Transportation Management Association, and the TRPA TCM Coordinator.
   Trip Reduction Credit - 2 points

*(E, P) Posting (by employers) or providing to employers (by project controllers) of Alternative Transportation Mode information, including:

1. Current schedules, rates (including procedures for obtaining transit passes), and routes of mass transit service to the common work location or employment site.

2. The location of all bicycle routes within at least a five mile radius of the facility.
   Trip Reduction Credit - 2 points

*(E, P) Bicycle Parking Facilities. Unless there are overriding considerations specific to the employment site, sufficient bicycle parking must be supplied for employees. To receive credit, the employer must provide bicycle parking for all bicycle commuters, as determined by survey of employees, or 2% of employment, whichever is
less. The bicycle parking facilities shall be, at minimum, Class II stationary bike racks.

**Trip Reduction Credit - 2 points**

*(E, P)* Preferential Carpool/Vanpool Parking. Unless there are overriding considerations specific to the employment site, parking spaces for 4% of employees must be painted "Carpool Parking" or "Vanpool Parking" and must be, with the exception of handicapped and customer parking, the spaces with most convenient access to the employee entrances. The ETC may issue Carpool and Vanpool stickers to the vehicle owners and shall be responsible for monitoring the spaces.

**Trip Reduction Credit - 2 points**

**Optional Transportation Control Measures (TCMs)**

Each employer, in preparing a Transportation Plan, may choose from the following menu of TCMs to achieve the required number of trip reduction credits. It is at the discretion of the individual employer to choose which are best suited to his location, business, and employees.

*(E, P)* ETC Education Program. ETC must attend educational seminars, workshops, or other approved training programs on an annual basis. Points are given based on number of hours of attendance; 2 points are given for 8 hours of training, with an additional point for every additional 4 hours of training, to a maximum credit of 4 points. However, since initial education of the ETC is critical, additional points are awarded for ETC education in the first year. In the first year, 4 points are given for 8 hours of training, with an additional 2 points for every additional 4 hours of training, to a maximum credit of 10 points. The ETC training is provided free of charge by the Truckee/North Tahoe TMA and Sacramento Rideshare.

**Trip Reduction Credit - 2-10 points**

*(E, P)* In-House Carpool Matching Service. The ETC conducts a survey of all employees in order to identify persons interested in being matched into carpools. Potential carpoolers are then matched by work address and shift. Credit is given if this service is performed on an annual basis and for all new employees interested in ridesharing.

**Trip Reduction Credit - 4 points**

*(E, P)* Additional Preferential Carpool/Vanpool Parking. Additional employee parking spaces must be painted "Carpool Parking" or "Vanpool Parking" and must be, with the exception of handicapped and customer parking, the spaces with most convenient access to the employee entrances. The ETC may issue Carpool and Vanpool stickers to the vehicle owners and shall be responsible for monitoring the spaces. An additional point is provided for each additional 2% of total number of employees for employer plans, and for each additional 10% of total employee designated parking for project plans, for which preferential carpool/vanpool parking is provided, up to a maximum of 3 additional points.

**Trip Reduction Credit - 1-3 points**
Transportation Management Association (TMA) Membership. The ETC or other designated management employee shall actively participate in a regional TMA. The ETC shall attend all membership meetings or send a designated representative, pay all required dues, and/or be involved in any other programs which the TMA Board administers.

**Trip Reduction Credit - 4 points**

Guaranteed Ride Home Program. Employers will provide or contract to provide a guaranteed ride home for employees who rideshare two days a week or more. The guaranteed ride home would be provided to the ridesharer in the event that an emergency or illness requires that they or their carpool or vanpool driver must leave work early.

**Trip Reduction Credit - 3 points**

Clean Air Fuel Vehicles. The employer leases or purchases and maintains fleet vehicles that use clean air fuels, such as compressed natural gas, electricity, methanol, and propane. 2 points are given for each dedicated alternative fuel vehicle, and 1 point is given for each flexible fuel (able to use either gasoline or alternative fuel vehicle, to a maximum of 10 points).

**Trip Reduction Credit - 1-10 points**

Shuttle Bus/Buspool Program. The employer must provide sufficient shuttle service to transport workers to and from their residences, a park-and-ride lot, or other staging area to the workplace. The employer may choose to lease a bus and may work with nearby employers or employment complexes to maximize ridership.

**Trip Reduction Credit - 4 points**

Vanpool Program. The employer is required to continuously extend an offer to purchase or lease a van or vans, to obtain insurance, and to make available to any group of at least seven employees a van for commute purposes. The employer may recover full or partial operating costs from the vanpool participants.

**Trip Reduction Credit - 4 points**

Transit Pass Subsidy. The employer provides a monthly transit or rail pass subsidy of 50% or the maximum taxable benefit limit, whichever is higher. The workplace must be within a reasonable walking distance of a transit stop. The ETC will be responsible for distribution of the passes and collection of fees.

**Trip Reduction Credit - 4 points**

Transit Shelter. The employer will construct a shelter on the designated bus route or will post a bond for future construction once the transit route is extended to the site. Credit is given when the transit shelter is constructed in conformance with City/County regulations and when the employment site is on or adjacent to existing or planned bus route.

**Trip Reduction Credit - 2 points**
*(E, P) Secure Bicycle Parking Facilities. Parking must be supplied for at least 3% of employment. The bicycle parking facilities shall be of the following types:

1. A Class I bicycle parking facility with a locking door, typically called a bicycle locker, where a single bicyclist has access to a bicycle storage compartment.

2. A fenced or covered area with Class II stationary bike racks and a locked gate.
   *Trip Reduction Credit - 2 points*

*(E, P) Showers and Lockers. Two showers, one men's and one women's, shall be provided for employers of less than 200 persons. For employers of more than 200 persons, there shall be four showers with the number increasing by two for every 500 employees. Ten lockers shall be provided for employers of less than 200 persons. For employers of more than 200 persons, there shall be 20 lockers, with the number increasing by 10 for each 500 employees.
   *Trip Reduction Credit - 2 points*

*(E) Flexible Work Location/Telecommuting. A management strategy allowing the employee flexibility in work place outside of the employer's established location. These strategies may include, but are not limited to, telecommuting from the employee's home, or the creation of neighborhood office satellites. Credit is given when employees in appropriate positions, which may not include the entire work force, are permitted to telecommute at least one day per week.
   *Trip Reduction Credit - 4 points*

*(E) Flexible Work Hours. A work hour management strategy allowing the employee to adjust work hours outside of the employer's established start and stop time and outside peak hours. Variable work hours may include, but are not limited to: 1) staggered work hours involving a shift in the set work hours of all employees at the workplace to those outside of peak hours; and 2) flexible work hours involving individually determined work hours within guidelines established by the employer. Credit is given when employees in appropriate positions, which may not include the entire work force, are permitted to take advantage of flexible work hours.
   *Trip Reduction Credit - 2 points*

*(E) Compressed Work Weeks. A management strategy allowing the employee to compress the total number of hours required in a week to fewer days. For example, a typical 40-hour work week could be compressed into 4 10-hour days. Credit is given when employees in appropriate positions, which may not include the entire work force, are permitted to reduce their number of work days by at least one in two weeks (9-80 schedule).
   *Trip Reduction Credit - 3 points*
On-Site Services. Necessary services would be provided within 1/4 mile of the employment site that eliminates the need for a vehicular trip before, during, or after the work day. Necessary services would include, but are not limited to, child care, cafeteria/restaurant, lunch room, automated teller machine, dry cleaners, or post office. These services may be provided by the employer, through cooperative efforts of employers and service providers, or by other means. Actual credits awarded will depend on which service or combination of services are provided and proximity to employment site.

**Trip Reduction Credit - Negotiable with TCM Coordinator and designated approving body. Expected range for each service: 1-10 or more points, depending on service type, proximity, and extent of service provided. Maximum point award for all services is 15 points total.**

Transit System Subsidy/Grant. Employer provides support to local transit system, which could be for system operations, marketing or for capital needs such as new buses. Subsidies or grants could be financial or through donation of capital needs. Actual credits awarded will depend on the amount and type of subsidy or grant.

**Trip Reduction Credit - Negotiable with TCM Coordinator and designated approving body. Expected range: 1-20 points, depending on amount and type of subsidy or grant.**

Other. Trip reduction measures that are not included in this menu or do not specifically fit the descriptions contained herein may also be considered. Innovative methods are strongly encouraged. An example would be a high school setting up a ridesharing educational program for their students.

**Trip Reduction Credit - Negotiable with TCM Coordinator and designated approving body.**

Plan Review

The Transportation Plan shall be referred to the TRPA TCM Coordinator for review and evaluation of the proposed mitigation measures and recommendation made to the Executive Director of the TRPA to approve the plan.

A decision to approve or disapprove the Transportation Plan shall be deemed final fourteen (14) calendar days after the date the applicant receives a notice of the approving person or body's decision unless an appeal has been filed. (Please refer to Appeal section on page 14).

**ANNUAL REPORTING REQUIREMENTS**

The ETC shall complete an Annual Transportation Mode Survey & Status Report. The purpose of this report is to verify the dates and results of the mitigation measures specified in the Transportation Plan.
The survey portion of the Report requires the ETC to annually perform a transportation survey of employees. A standard form will be provided to determine the changes in the distribution of employees using various transportation modes in comparison with the baseline information. The transportation survey shall include information such as origin and destination of travel, transportation mode used, work schedule, and interest in alternative mode commuting.

The Status Report portion shows the mitigation measure included in the Transportation Plan with the implementation or completion date entered for each measure. If a measure was not implemented within the stated time frame, an explanation of why it was not done must be included. If there are certain measures stipulated in the previous Transportation Plan that are believed to no longer be feasible, an explanation must be included.

A status report shall include the following:

A. **Compliance Program.** Description and documentation of your compliance with mitigation measures described in the Transportation Plan, including details of individual programs.

B. **Commute Characteristics.** Status report on effectiveness of Transportation Plan as shown by the commute characteristics of employees. Specifically, this includes the average number of tenants and/or employees regularly arriving at and leaving the project site by each of the following modes of transportation:

1. Single passenger motor vehicles (including mopeds);
2. Carpools, including number of vehicles and number of occupants per vehicle;
3. Van-type vehicles with seven or more commuters including the number of vehicles and number of occupants per vehicle;
4. Mass transit;
5. Bicycles;
6. Flexible Work Location/Telecommuting;
7. All others.

C. **Totals.** The total number of tenants and/or employees by work shift at the project site.

D. **Employee Characteristics.** The zip code and nearest cross streets of each employee's residence.

E. **Employee Transportation Coordinator (ETC).** The name, address, and telephone number of the ETC.
F. Statement of Certification. The employer or project controller must certify that the TCMs agreed to for trip reduction credit have been fully implemented. If the TCMs agreed to for trip reduction credit have been fully implemented. If the TCMs have not been implemented, an explanation must be included, and the Annual Transportation Survey & Report shall include actions to be taken to implement the program.

IMPLEMENTATION SCHEDULE

Employers and Common Work Location with 50 or more employees working at a single site at least 20 hours per week must comply with this ordinance within 6 months of adoption. Employers and employment complexes with less than 50 employees working at a single site at least 20 hours per week must comply with this ordinance within thirty days of receipt of posting information.

In the case of seasonal work locations, the Transportation Plan shall be in effect only at such times that employment level reaches 50 or more employees at a single site for at least 20 hours per week.

COMPLIANCE MONITORING

The TCM Coordinator shall review the Annual Transportation Mode Survey & Report of each project and compare performance with the goals established in the approved Transportation Plan. Inspection of the business location by the TCM Coordinator may be conducted as necessary to determine compliance with these provisions. Survey will be forwarded to the TRPA for calculation of AVR. Survey results will be tabulated and available to employers for review and reference. A good faith effort to encourage employees to use alternative transportation as provided in the Transportation Plan is required. However, this ordinance does not hold employers liable if the TRPA find the results of the Transportation Plan on employee commute habits did not achieve the stated trip reduction goals.

It is not the responsibility of employers to meet this goal in isolation; rather, it is expected that employers will contribute towards meeting this goal. If the AVR of 1.5 is not being reached within the Tahoe Region by the end of the third year, the Tahoe Regional Governing Board Committee may amend this Ordinance to require employers of 50 or more to amend their Transportation Plan to include measures that increase the total trip reduction points to 35 points, adding measures to increase the total trip reduction points by 5 points annually until an AVR of 1.5 is achieved within the Tahoe Region.

If after review of the Annual transportation Mode Survey & Report, the TCM Coordinator finds the performance has been unsatisfactory, the TCM Coordinator shall notify the employer or project controller in writing that revisions and/or additions must be made in order to achieve the required implementation of TCMs within one year of submittal. The employer or project controller will then be granted thirty days to submit a revised Report.
If the revised Report is still not satisfactory, the TCM coordinator will prepare a staff report to the approving person/body. The TRPA may then find that the employer or project controller and/or the ETC is in violation of this Article and recommend that the matter be forwarded to the Tahoe Regional Planning Agency Governing Board Committee.

**APPEAL**

Appeal from an action taken by TRPA, pursuant to this regulation, may be made in writing to TRPA consistent with the TRPA Rules and Procedures.
MEMORANDUM

July 6, 1993

To: TRPA Advisory Planning Commission
From: TRPA Staff
Subject: Five Year Strategic Plan and Program of Work for FY 1993-1994

TRPA staff will present the draft Strategic Plan and Program of Work for FY 93-94 at the July APC meeting for your review and comment. Attached for your review prior to the meeting is the draft Strategic Plan, selected work elements from the proposed Program of Work for FY 93-94, and the workload model.

The proposed program of work has been developed in conjunction with the Agency's five-year strategic plan, workload model and proposed budget for FY 1993-1994. Specific staff resources (person-months) have been allocated to each work element based on the staffing level contained in the proposed FY 1993-1994 budget.

It is anticipated that certain adjustments in the program of work will need to be made to respond to any budget amendments from California and Nevada once we have final budget approval. The program of work will also be modified periodically throughout the fiscal year to respond to changes in workload and work priorities. Each of the work elements contained in the program of work will be reviewed on an ongoing basis to monitor work progress in accordance with the proposed completion schedules (milestones) and to make any necessary adjustments.

If you should have any questions on this matter, please contact Jerry Wells, Deputy Director, at (702) 588-4547.

JW: 7/6/93

AGENDA ITEM VI. A. Planning for the Protection of our Lake and Land
FIVE-YEAR STRATEGIC PLAN

July 1, 1993 to June 30, 1998

and

PRIORITY OBJECTIVES FOR FY 93-94

DRAFT

Tahoe Regional Planning Agency

June 22, 1993
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Appendix:

FIVE YEAR CALENDAR
I. INTRODUCTION

A. PURPOSE

The purpose of this strategic plan is to identify the key goals, strategies, and action steps of the Tahoe Regional Planning Agency for the next five years. The strategic plan is the cornerstone of work planning and budgeting and a vehicle for discussion of strategic issues.

TRPA updates this plan annually and invites comments at any time. Address your comments to: Executive Director, Tahoe Regional Planning Agency, P.O. Box 1038, Zephyr Cove, NV 89448.

B. RELATIONSHIP TO REGIONAL PLAN

The strategic plan is a planning and budgeting document, which TRPA uses to implement the Regional Plan efficiently and effectively. The strategic plan helps maintain a systematic approach to carrying out TRPA's mission, but it is not a part of the Regional Plan package itself.
II. MISSION AND VALUE STATEMENTS

TRPA's mission is set forth in the Tahoe Regional Planning Compact (P.L. 96-551, December 19, 1980). The following mission statement is paraphrased from Article I of the Compact:

Because the waters of Lake Tahoe and other resources of the Region are threatened with deterioration, endangering the beauty and economic productivity of the Region, and

Because the social and economic health of the Region depend on maintaining the unique scenic, recreational, natural, and other values of the Region, and

Because there is a need to ensure an equilibrium between the Region's natural endowment and its manmade environment, to preserve its scenic beauty and outdoor recreational opportunities,

The Tahoe Regional Planning Agency is needed to: (1) enhance governmental efficiency and effectiveness in the Region, (2) establish environmental threshold standards for the Region, and (3) adopt and enforce a Regional Plan to attain the threshold standards, while providing for orderly growth and development consistent with the standards.

In addition, TRPA has accepted responsibility for certain activities under other state and federal laws, in the areas of water quality, air quality, and transportation. For a chart showing TRPA's various responsibilities, see Figure 1.
As TRPA carries out its mission, TRPA adheres to the following beliefs and values:

-- TRPA is primarily an environmental agency, but recognizes the interdependence of environmental, economic, and social well-being in the Tahoe Region.

-- TRPA exists to serve the public. Given the unique values of the Tahoe Region, TRPA's constituency extends beyond our geographic boundaries. TRPA can't please every applicant or satisfy every individual, but can make every effort to be reasonable and responsive. TRPA will treat every applicant with respect and trust.

-- TRPA believes in streamlining the Regional Plan, focusing on the highest priority tasks, concentrating on results, and improving effectiveness and efficiency.

-- TRPA should be the leader for plans and actions to preserve the environment of the Tahoe Region. TRPA will advocate action; act as a regional resource center; use innovative planning techniques and approaches; and network with local, regional, state, and national groups.

-- TRPA believes the Tahoe Region is making good progress in many areas, capitalizing on a growing relationship of trust and cooperation among the many entities responsible for stewardship of Tahoe's unique resources.

-- TRPA believes in the highest standards of ethical conduct, honesty, fairness, and equity.

-- TRPA believes that an educated and informed public is essential to accomplishing environmental goals, and that the success of the Regional Plan relies on communication, cooperation, and participation from a vast number of people.
III. HISTORY AND BACKGROUND

A. SETTING

The Tahoe Region is a special place. It was once a place of unspoiled beauty. Yet, like other natural places, its beauty has been compromised. The progress of modern life has diminished the unique values that make the Tahoe Region so extraordinary. With ever-increasing pressure on the Region as a recreational resource and urban center, preservation of the values of the Tahoe Region is vitally important and immensely difficult.

Located between the Carson Range on the east and the Sierra Nevada on the west, the Tahoe Region straddles the California-Nevada state line. About two-thirds of the Region is in California. The total land area is over 207,000 acres, with about 75 percent in public ownership.

Lake Tahoe is the dominant feature of the Region and is world renowned for its clear waters, size, and beautiful setting.

The Tahoe Region was once home to the Washoe tribe. The Washoe people lived around the shores of Lake Tahoe during the summers, fishing the Lake and gathering food in the surrounding forests. Today, Washoe cultural sites are protected by the Regional Plan to preserve what remains of this important part of our heritage, and a Washoe Cultural Center is on the drawing boards.

During the gold rush and the western migration of European settlers in the 1800s, almost the entire Region was logged to obtain timber and fuel for the Comstock mines. Today, the forests of the Region are extremely unhealthy, partly because of the clear-cutting of that era and the fir-dominated forest that came back after the logging.

For many years after the turn of the century, the Tahoe Region served a small number of residents and tourists; access was difficult. Most development and urbanization of the Region occurred after the Squaw Valley winter Olympics in 1960. Since that time, the population of the Region has increased over five times, with about 80 percent of the population residing in California.

Today, the year-round resident population is about 50,000. Peak summer day population, including day-use visitors, is about 250,000 to 300,000. There are about 20 developed towns and communities. The City of South Lake Tahoe is the only incorporated city. The Region is home to approximately 24,500 single-family homes; 14,100 multi-family units; 12,000 tourist accommodation units; 2,000 campground units; and about six million square feet of commercial floor area. Casino gaming areas are located at the north and south stateline areas, and in Incline Village. The undeveloped areas of the Region are predominantly publicly owned. Outdoor recreation use of the Region is extensive.
B. ENVIRONMENTAL TRENDS

Water Quality. Since 1968, algal productivity has increased over 200 percent and clarity of the deep pelagic waters of Lake Tahoe has decreased 22 percent. Waters of the shallower littoral zone of Lake Tahoe also show evidence of increasing algal productivity. Lake Tahoe is undergoing cultural eutrophication, which occurs when the influences of civilization result in imbalances in a lake's nutrient budget, accelerating natural increases in algal productivity. Given undisturbed conditions, Lake Tahoe would be expected to change so slowly that the changes would be imperceptible over a human lifetime.

Air Quality. From 1978 to the present, federal, state, and TRPA standards for carbon monoxide have been exceeded at the Stateline-California monitoring station. Steady reductions have been seen in the concentrations of carbon monoxide and the number of days the standards were exceeded, despite increases in traffic volumes.

The Region does not attain state and TRPA ozone standards. There is no apparent trend in ozone concentrations. Scientific evidence indicates long-range transport of ozone into the Region may be occurring. Visual range (or visibility) in the Region meets applicable standards and appears to have improved since 1981.

[This section to be completed, with graphics showing available environmental and economic trend data.]
C. TRPA HISTORY

In 1969, California and Nevada created the Tahoe Regional Planning Compact, which named TRPA the regional land use and environmental resource planning and regulatory agency for the Tahoe Region. TRPA adopted its first regional plan in 1971 and adopted its first land use ordinance in 1972.

During the 1970s, the Compact limited TRPA’s review of projects to only those with a regional impact. Partly because of the voting procedures the Compact established, TRPA was ineffective at bringing about orderly growth and development in the Region, and additional development occurred at an accelerated rate. In response, the state of California activated the California Tahoe Regional Planning Agency (CTRPA) and, in the California portion of the Region, there were two regional agencies with jurisdiction over environmental matters from 1975 to 1984.

Extensive amendments to the Tahoe Regional Planning Compact in 1980 (P.L. 96-551) rectified the problem created by the voting procedures and directed TRPA to adopt environmental threshold carrying capacities (“environmental thresholds” or “thresholds”) to protect the values of the Region, and to amend the Regional Plan to attain and maintain the thresholds. TRPA adopted a comprehensive set of thresholds on August 26, 1982. (See Table 1.)

In 1984, TRPA amended the Regional Plan, but was immediately sued by the people of the state of California and the League to Save Lake Tahoe, on the grounds that the plan was incomplete, the EIS was flawed, and the plan did not comply with the Compact. After a two-day hearing, a federal district judge enjoined TRPA from implementing the 1984 plan, and TRPA initiated efforts to settle the litigation.

When initial settlement negotiations failed in 1985, TRPA convened the Consensus Building Workshop to attempt to find a consensus set of policies which would have broad support throughout the Region. The Consensus Building Workshop was a success and TRPA adopted amended Regional Plan Goals and Policies, a land use plan, and a code of ordinances in 1986 and 1987. This Regional Plan package, with amendments, is in place today.

In 1991 and 1992, TRPA completed its first comprehensive five-year evaluation of the thresholds and the Regional Plan and made amendments to the Plan in response to the evaluation. For a summary of the results of that evaluation, see Table 1.
The following chronology displays the major events in TRPA’s history since the settlement of litigation in 1987:

1988
Regional Transportation Plan (RTP) adopted
Water Quality Management ("208") plan amended

1989
Individual Parcel Evaluation System (IPES) implemented
South Tahoe Redevelopment plan approved, permit issued

1990
defense of Regional Plan package in Kelly v. TRPA

1991
Five-Year Evaluation Report issued

1992
Regional Plan amended in response to Five-Year Evaluation
new wood heater and erosion control regulations implemented
integrated Transportation-Air Quality Plan adopted
revised financing plan for erosion control approved
Nevada legislature conducts interim study of TRPA
airport litigation settled
first Economic Roundtable Conference held

From the point of view of administration and management, TRPA has changed significantly in recent years. After the settlement of litigation in 1987, TRPA experienced a period of high project backlogs, heavy overall workload, large commitments of overtime, and complex policies and procedures. Today, after significant streamlining, clarification of procedures, and office automation, the backlog of applications is much smaller, and overtime balances are dramatically lower. TRPA has an internal system of strategic planning, work programming, and control, which contributes to improved focus and accountability. Nevertheless, hiring freezes and staff vacancies have constrained production.

TRPA has stressed the development of Memoranda of Understanding with other units of government and entities such as utility companies to identify exempt activities and delegate project approvals to willing units of local government. TRPA has now entered into three delegation MOUs and 20 exempt activity MOUs. Because of these agreements, the workload in the project review area has peaked, in terms of numbers of activities reviewed, and TRPA now reviews a smaller number of more complex projects, spending more time on each project, and moving out of residential project review. From FY 89-90 to FY 91-92, the volume of applications received changed from 1,625 to 1,350, a decrease of 17 percent. The need to monitor activities carried out under MOUs for compliance with the Regional Plan has impacted the workload of the compliance staff, however.

TRPA has recently attempted to emphasize remedial programs and abatement efforts, as well as regulation of new activities. Areas where remedial and abatement efforts have been initiated include: forest health, erosion and runoff control, SE2 restoration, wood heater controls, scenic
resources, and hazardous spill controls. TRPA has also stressed environmental education, working to reach out to the public for their participation in and cooperation with TRPA's mission. Through participation in the Economic Roundtable, TRPA has promoted the concept of environmental-economic synergism, that is, the idea that a healthy environment and a vital economy can do more than co-exist, and can actually enhance each other.

Since the 1987 settlement, TRPA, local government, and the public have been working cooperatively to develop detailed land use plans, called community plans, for 22 commercial core areas around Lake Tahoe. To date, TRPA has adopted no community plans, but the Governing Board approved a strategy in April 1993 to accelerate their adoption.

In the last five years, TRPA's legal caseload and budget have been reduced. Several significant legal cases have been resolved by judicial action or settlement, including litigation involving the South Tahoe Airport, and several constitutional challenges to the Regional Plan. TRPA has adopted a more assertive enforcement posture, focusing on major violations of the Compact and the Regional Plan. This has resulted in Compliance staff devoting more resources to negotiating settlements and building the evidence required to be successful in court, if necessary.

After the settlement of litigation in 1987, TRPA's operating budget climbed from $2.7 million in FY 87-88 to $3.8 million in FY 90-91 and 91-92. However, with declining revenues to work with in both California and Nevada, TRPA's operating budget shrank to about $3.5 million in FY 92-93, and is projected to total just over $3 million in FY 93-94, which is approximately equal to the FY 88-89 budget.

Significant externalities affecting TRPA in the past five years have been the drought and the recession. The drought created more workload in the area of shorezone permitting and compliance activities, as TRPA attempted to help preserve water-oriented recreation opportunities, while preserving other environmental values as well. The recession may have reduced pressure for additional development somewhat, was at least partly responsible for Region-wide interest in environmental-economic cooperation and the Economic Roundtable, and contributed heavily to budgetary reductions at the state and local levels and at TRPA.

Turnover among the Governing Board, Advisory Planning Commission, and the staff have also affected TRPA's continuity and productivity. Five Governing Board seats and five APC seats have had three or more different persons filling them since 1987, and only 11 of the present 48 staff (23 percent) worked for TRPA in 1987.
IV. PROBLEM ASSESSMENT: "Where Are We Now?"

A. ENVIRONMENTAL PROBLEMS

For a summary of the 1991 evaluation of attainment of threshold standards, and recommended corrective actions, see Table 1.

B. TRPA’S STRENGTHS

The Tahoe Regional Planning Compact is a powerful statute which, together with the threshold standards, establishes necessary constraints on activities in the Region which may have environmental impacts. The Regional Plan package is a complete package which includes goals, policies, land use regulations, ordinances, and guidelines.

TRPA has a diverse and committed Governing Board and Advisory Planning Commission, representing a broad spectrum of opinion and expertise from throughout California and Nevada.

TRPA has a well-trained, competent, cohesive staff, which has been able to shift its focus in response to changing circumstances. The staff have extensive natural resource expertise to draw from in their planning, permitting, and compliance activities. By emphasizing environmental education and information, TRPA has increased awareness of environmental issues in the Tahoe Region, and increased the level of buy-in in the Regional Plan.

TRPA’s budget and staffing levels have been reasonably stable; the staff have good relationships with local, state, and federal agency staffs; and the management team follows up regularly on the work program, which is revised annually.

TRPA’s image, which has been poor in the past in some quarters, has improved, partly due to environmental education and public information efforts. The public tends to realize how difficult TRPA’s mission is, and TRPA has received some very positive feedback from influential local, regional, and state leaders.

C. TRPA’S WEAKNESSES

Throughout the Agency, TRPA staff is stretched thin to accomplish the work load and complete TRPA’s mission, which is extremely challenging. Although the focus on the most critical issues and the most important projects has improved, TRPA could still do more to see the "big picture," in terms of both environmental and institutional opportunities.

Largely because of resource constraints, the expertise of the staff in some technical areas could be deeper. On some projects (e.g., community plans, regional transportation plan) the staff have not "closed" quickly enough, expending much effort before arriving at a final product. Staff, APC, and Governing Board turnover have aggravated these weaknesses.
The Regional Plan package, particularly the Code, could be further streamlined, to take into account TRPA’s day-to-day experience with implementation. As conditions in the Region change (e.g., drought, forest health), new weaknesses in the Code become apparent. TRPA could look at additional areas of the Code for streamlining opportunities.

TRPA’s physical plant suffers from lack of adequate storage, particularly for project records, which are voluminous and would benefit from the application of micro-film or similar technology.

Despite improvements, image problems persist for TRPA, making TRPA’s already challenging job more difficult. Items which contribute to image problems are the complexity of the Regional Plan and Code, and occasional problems in providing service for our clients and customers. Recently, TRPA may have heightened expectations of change throughout the Region, but given resource demands, shrinking budgets, and the complexity of the issues, it is difficult to deliver on all the promises made.

D. OPPORTUNITIES

TRPA is in a position to capitalize on the following opportunities in the next five years:

-- to develop and communicate a vision of the “big picture” for the Tahoe Region; to take steps to make that vision a reality; to translate plans on paper to actions on the ground; to be an advocate for action; to have an active legislative program,

-- to bring about completion of the community plans, to take advantage of the environmental and economic opportunities inherent in those plans,

-- to place more emphasis on abatement and remediation of existing environmental problems, including water quality, air quality, scenic, and forest health problems,

-- to stress more teamwork and cooperation, both internally (through improved communication) and externally (through work with coalitions, partners, transportation management associations, the Economic Roundtable, and others); to realize the benefits of all parties working together for positive change,

-- to further simplify the Code of Ordinances; to be more facilitative in implementing the Code; and to accomplish more delegation of permitting authority, particularly within Nevada,

-- to take more advantage of automation in: publishing, geographic information, graphics, records management, accounting, public service, public education, and other areas, and

-- to use teamwork, cooperation, simplification, and automation to adjust to a declining resource base, to fulfill TRPA’s mission within the budgetary constraints.
<table>
<thead>
<tr>
<th>THRESHOLD</th>
<th>STATUS</th>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>WATER QUALITY AND SOIL CONSERVATION</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) Lake Tahoe</td>
<td>Clarity of Lake Tahoe is declining; the rate of decline has slowed; Lake Tahoe does not attain the threshold standard.</td>
<td>See (b) through (g), below.</td>
</tr>
<tr>
<td></td>
<td>Algal productivity of Lake Tahoe is increasing; the rate of increase has not slowed; Lake Tahoe does not attain the threshold standard.</td>
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<td></td>
<td>Turbidity in the littoral (shallow) zone attains the threshold standard.</td>
<td></td>
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<tr>
<td>b) tributaries and other lakes</td>
<td>California-side tributaries typically violate state standards.</td>
<td>TRPA should increase controls to protect tributary water quality.</td>
</tr>
<tr>
<td></td>
<td>Nevada-side tributaries typically violate state standards.</td>
<td>California should review its total iron objective.</td>
</tr>
<tr>
<td></td>
<td>Three tributaries did not attain the suspended sediment threshold in 1989-90.</td>
<td></td>
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<tr>
<td></td>
<td>Data on other lakes is insufficient to evaluate attainment of standards.</td>
<td></td>
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<tr>
<td>c) discharges of surface runoff</td>
<td>Surface runoff typically violates standards for discharge to surface water (more often) and groundwater (less often).</td>
<td>TRPA should encourage treatment, detention, and infiltration of runoff, and develop a comprehensive control plan.</td>
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</table>
**STRATEGIC PLAN**

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<table>
<thead>
<tr>
<th>THRESHOLD</th>
<th>STATUS</th>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>d) land coverage</td>
<td>The Regional Plan controls land coverage on new projects and includes programs to reduce existing land coverage. But the Region does not attain the threshold standard for land coverage at this time.</td>
<td>TRPA should set performance targets in this area, consider additional opportunities for transfer, and encourage creation of a Nevada-side land bank.</td>
</tr>
<tr>
<td>e) stream environment zones (SEZs)</td>
<td>In the urbanized portions of the Region, about 100 acres of SEZ have been restored since 1982, compared to a threshold target of 1,100 acres. The Region does not attain the threshold.</td>
<td>TRPA should update and expand the SEZ restoration program and integrate it with other programs.</td>
</tr>
<tr>
<td>f) Best Management Practices (BMPs)</td>
<td>Installation and maintenance of BMPs appear to meet performance targets set in 1988. These targets are not threshold standards.</td>
<td>TRPA should strengthen its control measures in this area, continue to monitor installation of BMPs, and continue to stress public education about BMPs.</td>
</tr>
<tr>
<td>g) capital improvements program (CIP)</td>
<td>Public agencies have spent over $60 million since 1979, and over $30 million in 1988 through 1991. Two of eight agencies met performance targets set in 1988. These targets are not threshold standards.</td>
<td>TRPA should exert more leadership in program implementation, become an advocate for funding, set new performance targets, and continue to monitor progress.</td>
</tr>
</tbody>
</table>

**AIR QUALITY**

<p>| a) carbon monoxide (CO)   | CO concentrations at Stateline-California violate threshold standards during the winter. Trends are positive, and TRPA predicts attainment in this decade. | The City of South Lake Tahoe and Douglas County should complete the Loop Road system. TRPA should require the use of oxygenated motor fuels during the winter. |</p>
<table>
<thead>
<tr>
<th>Threshold</th>
<th>Status</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Ozone ($O_3$)</td>
<td>Ozone concentrations at Lake Tahoe Boulevard have violated the threshold standard every year since 1982. No trend is apparent. TRPA suspects long-range transport of ozone is occurring.</td>
<td>TRPA should support additional study and research regarding the causes and effects of elevated ozone levels.</td>
</tr>
<tr>
<td>c) Inhalable particulate (PM_{10})</td>
<td>PM_{10} concentrations at Lake Tahoe Boulevard violate the California 24-hour standard.</td>
<td>TRPA should strengthen control measures on wood smoke and airborne soil particles.</td>
</tr>
<tr>
<td>d) Visibility/Visual range</td>
<td>Visibility measurements at Lake Tahoe Boulevard and Bliss State Park show that the Region attains the thresholds for regional and subregional visibility. Components of fine particulate (PM_{2.5}), in mass order, are: organic carbon, water, soil, ammonium sulfate, and ammonium nitrate.</td>
<td></td>
</tr>
<tr>
<td>e) U.S. 50 traffic volumes</td>
<td>Compared to 1980-81, traffic volumes at U.S. 50 and Park Avenue were 19% higher in 1986-87 and 3% higher in 1989-90. The Region does not attain the threshold standard.</td>
<td>The City of South Lake Tahoe and Douglas County should complete the Loop Road system.</td>
</tr>
<tr>
<td>f) Vehicle miles of travel (VMT)</td>
<td>TRPA estimates VMT increased 10% from 1981 to 1987. The Region does not attain the threshold standard.</td>
<td>TRPA should do everything in its power to implement the VMT control measures of the Regional Transportation Plan.</td>
</tr>
</tbody>
</table>
### Strategic Plan

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<table>
<thead>
<tr>
<th>Threshold</th>
<th>Status</th>
<th>Recommendation</th>
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<tbody>
<tr>
<td>g) atmospheric deposition</td>
<td>Concentrations of NO3 and NO2 monitored on the South Shore are lower than they were in 1981. The Region appears to attain the threshold standard.</td>
<td>TRPA should continue to monitor air quality and study atmospheric deposition.</td>
</tr>
</tbody>
</table>

**Vegetation**

<p>| a) common vegetation        | The proportions of other-than-mature yellow pine and red fir forests do not attain the threshold standard. Mature forests dominate in the Region.                                                      | TRPA should identify lands for vegetation management, increase incentives for management, and—in some cases—require remedial measures. |
| b) uncommon plant communities | The loss of clarity in Lake Tahoe has affected unusual deep water plants. Except for this, uncommon plant communities attain the threshold standards.                                               | TRPA should consider adoption of a threshold standard for old-growth forest.                          |
| c) sensitive plants         | TRPA found no adverse impacts to sensitive plants. One species was listed in error. The Region attains the threshold standards.                                                                             | TRPA should remove one sensitive plant from its list and consider adding two sensitive plants.       |</p>
<table>
<thead>
<tr>
<th>THRESHOLD</th>
<th>STATUS</th>
<th>RECOMMENDATION</th>
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</thead>
<tbody>
<tr>
<td>WILDLIFE</td>
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<tr>
<td>a) special interest species</td>
<td>TRPA found no active goshawk nests and no bald eagle nests. The Region does not attain the threshold standards.</td>
<td>TRPA and cooperating agencies should prepare an overall report on wildlife population dynamics.</td>
</tr>
<tr>
<td>b) habitats of special significance</td>
<td>The Regional Plan protects stream environment zones. The Region attains the threshold standard.</td>
<td>TRPA should expand and implement the SEZ restoration program.</td>
</tr>
<tr>
<td>FISHERIES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) stream habitat</td>
<td>About 28 miles of stream habitat benefited from treatment. Streams have not been re-rated recently. The Region does not attain the threshold standard.</td>
<td>TRPA should consider adopting a more sensitive stream rating system.</td>
</tr>
<tr>
<td>b) in-stream flows</td>
<td>TRPA identified optimum flows from 10 streams; new diversions are not allowed. The Region attains the threshold.</td>
<td>TRPA and cooperating agencies should write a habitat restoration program and integrate it with other programs.</td>
</tr>
<tr>
<td>c) Lahontan cutthroat trout</td>
<td>CDFG reintroduced the Lahontan cutthroat outside the Tahoe Region in Alpine County. The Region does not attain the threshold standard.</td>
<td>TRPA should adopt numerical standards for studied streams and increase compliance activity in this area.</td>
</tr>
<tr>
<td>d) Lake habitat</td>
<td>People have disturbed about 500 acres of lake habitat substrate (primarily rocky and cobble areas). The Region does not attain the threshold standard; 300 acres of restoration is needed to attain the standard.</td>
<td>To improve lake habitat, TRPA should consider more stringent regulations and increase compliance measures. TRPA should write a complete lake habitat restoration program, integrated with other programs.</td>
</tr>
</tbody>
</table>
## Noise

<table>
<thead>
<tr>
<th>Threshold</th>
<th>Status</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single noise events</td>
<td>Single-event data are limited. Most aircraft, snowmobiles, and motorcycles monitored attained the threshold standards.</td>
<td>TRPA should undertake a long-term single-event noise monitoring program and supplement noise control measures.</td>
</tr>
<tr>
<td>Cumulative noise levels (CNEL)</td>
<td>TRPA sampled community noise at 57 locations. The following locations attained the threshold standards:</td>
<td>TRPA should consider lowering the commercial/public service threshold and should raise the wilderness/roadless area threshold to a realistic level.</td>
</tr>
<tr>
<td></td>
<td>12 of 14 high-density residential areas,</td>
<td>TRPA should maintain strong anti-degradation policies but acknowledge adverse noise impacts of build-out.</td>
</tr>
<tr>
<td></td>
<td>6 of 8 low-density residential areas,</td>
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<tr>
<td></td>
<td>13 of 13 commercial/public service/tourist areas,</td>
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<tr>
<td></td>
<td>4 of 5 urban recreation areas,</td>
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<tr>
<td></td>
<td>1 of 2 outdoor recreation areas,</td>
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<tr>
<td></td>
<td>0 of 1 wilderness areas, and</td>
<td></td>
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<td></td>
<td>13 of 14 transportation corridors.</td>
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<td>TRPA has had problems applying the CNEL threshold in developing areas.</td>
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<tr>
<td>Threshold</td>
<td>Status</td>
<td>Recommendation</td>
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<tr>
<td>Recreation</td>
<td>a) high-quality recreation experience</td>
<td>TRPA should survey user groups to evaluate threshold attainment by 1996, with the cooperating agencies.</td>
</tr>
<tr>
<td></td>
<td>The opportunity for high quality outdoor recreation is available throughout the Region. TRPA needs survey data to determine the status of threshold attainment.</td>
<td></td>
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<td></td>
<td>b) capacity available to the general public</td>
<td>TRPA should write a long-term recreation improvement program with the cooperating agencies and integrate it with other programs.</td>
</tr>
<tr>
<td></td>
<td>More recreational lands have come into public ownership since 1982, including shoreline. Facilities are being upgraded; little expansion of developed recreation has occurred. Although there is concern for the future, the Region attains the threshold standard.</td>
<td></td>
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### Scenic Resources

<table>
<thead>
<tr>
<th>Threshold</th>
<th>Status</th>
<th>Recommendation</th>
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<tbody>
<tr>
<td></td>
<td>a) travel route ratings (TRRs)</td>
<td>TRPA should make, and encourage, greater use of the Design Review Guidelines.</td>
</tr>
<tr>
<td></td>
<td>Ratings of five roadway units and four shoreline units have decreased. These units do not attain the threshold standard. Decreased ratings are found in transitional (urban-rural) areas.</td>
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<tr>
<td></td>
<td>b) scenic quality ratings</td>
<td>TRPA should consider separate threshold attainment criteria for urban, rural, and transitional areas.</td>
</tr>
<tr>
<td></td>
<td>Ratings of five natural features have decreased. These features do not attain the threshold standard. One of the five features is visible from a roadway. The other four are visible from Lake Tahoe.</td>
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<tr>
<td></td>
<td></td>
<td>TRPA should review and revise the Regional Plan in the areas of setbacks, height, exempt activities, and activities in the shorezone.</td>
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<tr>
<td></td>
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<td>TRPA should consider the elimination of &quot;composite&quot; ratings.</td>
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<tr>
<td>THRESHOLD</td>
<td>STATUS</td>
<td>RECOMMENDATION</td>
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<tr>
<td>c) public recreation areas</td>
<td>TRPA has not adopted numerical standards completed in 1983.</td>
<td>TRPA should adopt numerical scenic quality ratings for natural features seen from bike paths and outdoor recreation areas open to the general public.</td>
</tr>
</tbody>
</table>

ECONOMICS

- There are no threshold standards for the economy.
- The Region lacks a coordinated program for collection and assessment of economic data.
- Visitation will be the primary source of continued economic health. Visitation markets continue to grow.
- The Region needs low- and moderate-income housing. The lack of housing promotes leakage and commuting.
- The Region's economy is, at best, stable. Future expansion will require a better product.
- Opportunities exist for new commercial operations focusing on goods and services with high capture rates.
- Allocations of additional residential development have had positive impacts on stability, assessed valuation, and housing.

TRPA should help establish an economic round table to collect and assess economic data.
V. FIVE-YEAR GOALS AND STRATEGIES

TRPA's overall goal, established in the Tahoe Regional Planning Compact, is to attain and maintain the environmental thresholds and applicable state, federal, and local air and water quality standards. In support of this goal, TRPA establishes the following specific goals:

Environmental Protection and Remediation Goals

Desired Result: A slower rate of decline in Lake Tahoe's water quality; fewer and less severe violations of state tributary standards; fewer and less severe violations of state and TRPA guidelines for discharge of surface runoff; 1,100 acres of restored wetlands.

Strategies: implement BMP retrofit requirements for erosion and runoff control; use federal or state permits or TRPA action plans for large dischargers of stormwater runoff; implement the capital improvements program (CIP) for erosion and runoff control; implement the SEZ restoration program

Desired Result: Reduced reliance on the private automobile for transportation in the Region; provision of basic transportation needs; a slower rate of increase in peak-summer-day VMT.

Strategies: increase funding for mass transit, construct additional bike and pedestrian facilities, assist implementation of the airport master plan

Desired Result: Vital, upgraded commercial core areas in which additional commercial activities are concentrated, which contribute to overall environmental quality of the Region.

Strategies: complete community plans; support redevelopment; expand redevelopment to the North Shore of Lake Tahoe; monitor economic conditions and coordinate with local governments on policies to accomplish a healthy housing mix.

Desired Result: A healthy, vigorous, diverse forest, resistant to disease, insect pests, and fire damage.

Strategies: identify lands for vegetation management, increase incentives for management, and require remedial measures where necessary.
Desired Result: A stable, scenic shorezone, capable of supporting fish habitat, wildlife habitat, vegetation, and recreation consistent with the environmental threshold standards.

Strategies: complete a Region-wide cumulative impact analysis of anticipated development in the shorezone of Lake Tahoe; review and revise shorezone policies on the basis of that analysis; continue to lead monthly meetings of inter-agency project review committee to arrive at coordinate responses to development proposals.

Institutional and Programmatic Goals

Desired Result: A Regional Plan, including its water quality, transportation, land use, and scenic elements, which contains and communicates a long-term (at least 20-year) vision of the future of the Tahoe Region, in both words and pictures, and which serves as a catalyst for actions to reach that vision.

Strategies: use adopted community plans as a communications tool about the future of commercial areas; convene futuring workshop; encourage artists' and architectural sketches of future facilities; amend Regional Transportation Plan to include depictions of future facilities.

Desired Result: Abatement and remediation of existing environmental problems in the Tahoe Region, particularly in the areas of erosion, urban runoff, traffic congestion, over-reliance on the private auto, scenic quality problems, and fish and wildlife habitat disturbance.

Strategies: Develop and implement capital financing plans with the assistance of the Capital Financing Committee; use compliance staff to encourage abatement of problems with foundations, signs, erosion, wood heaters, and BHPS; use Long Range Planning staff to assist with non-regulatory implementation efforts in the Region.

Desired Result: A Region which works together as a team to solve environmental problems, which understands the problems and challenges, and which is willing to take on much of the responsibility for stewardship of the Tahoe Region.

Strategies: Use environmental education program to increase the level of buy-in and commitment to Regional environmental goals and strategies; stress involvement of the public in decision-making to increase their subsequent level of commitment to program implementation; involve staff in regional, state, and national networks of technical experts and program specialists; implement community relations program; establish community relations focus group.
Desired Result: Efficient and effective permit processing and compliance monitoring, responsive to the public, which emphasizes one-stop processing, computerization, and delegation of permit activity to the most appropriate unit of government.

Strategies: Increase number and scope of delegation agreements, particularly in Nevada; continue to streamline the Regional Plan with input from standing streamlining committee; increase level of automation in permit processing.

Desired Result: Published documents, maps, graphics, records, financial statements, information retrievals, and educational materials produced quickly and at a low cost through the use of computerization and office automation.

Strategies: Obtain additional desk-top publishing capability; provide training for staff in desk-top publishing; investigate use of micro-fiche or similar technology, and decide on preferred approach; use word processing system and geographic information system (GIS) to develop professional-quality camera ready publications.

Desired Result: A more-efficient agency, in terms of staffing, physical plant, and day-to-day operations, which is able to fulfill the mission set forth in the Tahoe Regional Planning Compact in the face of declining resources.

Strategies: Streamline the Regional Plan and internal TRPA procedures; delegate additional project review activities; increase level of office automation.
VI. TRPA PRIORITY OBJECTIVES: FY 93-94

The Program of Work for FY 93-94 is a separate document from this strategic plan. It presents detailed descriptions of 46 separate work elements, covering products, approaches, milestones, and resources.

The following objectives are the highest priority objectives from the Program of Work. The Governing Board will track TRPA’s progress on these objectives. Each priority objective is cross-referenced to the Program of Work by work element number (e.g., WE-29).

Some of the priority objectives are, themselves, part of the Regional Plan. They were adopted by the Governing Board during the Five-Year Evaluation of the thresholds and the Regional Plan. These objectives are denoted by an asterisk (*).

First Quarter (July-August-September, 1993)

Submit FY 94-95 Environmental License Plate Fund request to California Resources Agency (WE-7) 7-93

Submit and publish annual 208 Plan report to SWRCB, NDEP and EPA (WE-14) 7-93

* Present amendments to Chapter 30 to implement Recreation Area Scenic Threshold to APC and Governing Board for adoption (WE-19) 7-93

* Present employer trip reduction ordinance to APC and Governing Board for adoption (WE-19) 8-93

Make recommendation to Governing Board regarding IPES line movement (WE-27) 8-93

Submit FY 94-95 budget request to California Department of Finance (WE-7) 9-93

Present technical dispute resolution procedures to Governing Board for adoption (WE-6) 9-93

Prepare and submit grant application to determine feasibility of comprehensive local financing alternative from water quality financing plan (WE-11) 9-93

Present Douglas County community plans and EIS to APC and Governing Board for adoption (WE-15) 9-93

Identify qualified projects and reallocate CTRPA indirect source review (ISR) funds (WE-42) 9-93
Second Quarter (October-November-December, 1993)

Present Meyers community plan and EIS to
APC and Governing Board for adoption (WE-15)
10-93

* Present parking management ordinance to
APC and Governing Board for adoption (WE-19)
10-93

Identify necessary Rules, Code, and
Regional Plan streamlining amendments and
establish priority schedule for Governing
Board adoption (WE-12)
11-93

Present Tahoe City community plan and EIS
to APC and Governing Board for adoption (WE-15)
11-93

* Present oxygenated fuels amendments to
Chapter 91 to APC and Governing Board for
adoption (WE-19)
11-93

Present RTIP to Governing Board for
adoption (WE-22)
11-93

Make recommendation to Executive Director
on microfilm funding and implementation or
expansion of off-site file storage (WE-47)
11-93

Submit annual financial audit to
Governing Board (WE-8)
12-93

Prepare and submit applications to SWRCB
and NDEP for nonpoint source control
implementation grants under CWA sections
314 and 319 (WE-11)
TBD

Third Quarter (January-February-March, 1994)

Prepare progress report on water quality
financing plan and present to California
SWRCB (WE-11)
1-94

Progress report to Governing Board on
implementation of mitigation measures
identified in ’91 Evaluation (WE-14)
1-94

Present Stateline/Ski Run community plan
and EIS to APC and Governing Board for adoption
(WE-15)
1-94
Present EIS on cumulative shorezone impacts to APC and Governing Board for certification (WE-20)  2-94
Report to Governing Board on effectiveness of timber management Code amendments (WE-45)  2-94
Present Al Tahoe community plan and EIS to APC and Governing Board for adoption (WE-15)  3-94

Fourth Quarter (April-May-June, 1994)

Present Washoe County community plans and EIS to APC and Governing Board for adoption (WE-15)  4-94
Present North Tahoe community plans and EIS to APC and Governing Board for adoption (WE-15)  4-94
Present update of 208 Plan CIP and SEZ restoration program to APC and Governing Board for adoption (WE-17)  4-94
Submit updated five-year strategy to Governing Board for approval (WE-2)  6-94
Present proposed FY 94-95 program of work to Governing Board for approval (WE-2)  6-94
Adopt one delegation MOU for residential review with local government and two exempt activity MOUs with interested agencies (WE-13)  6-94
* Present updated U.S. Postal Service Action Plan to APC and Governing Board for adoption (WE-19)  6-94
Present Overall Work Program (OWP) for annual submission to Caltrans to Governing Board for approval (WE-25)  6-94
VII. ORGANIZATION

To carry out its mission, TRPA is organized into three line divisions (Long Range Planning, Project Review, and Environmental Compliance), a Management Support Division, and three staff departments (Finance, Environmental Education, and Legal). The Executive Director and Deputy Director supervise the staff and are responsible for all decision-making delegated to the staff by the Governing Board. Agency Counsel advises both the staff and the Governing Board. The Advisory Planning Commission reviews planning matters and makes recommendations to the Governing Board.

See the TRPA organization chart, Figure ___.

TRPA calls upon the expertise of eight advisory committees and working groups to carry out its mission. They are:

- Transportation/Air Quality Technical Advisory Committee
- Water Quality Monitoring Committee
- Visibility Monitoring Committee
- Streamlining Committee
- Forest Health Consensus Group
- Stream Environment Zone (SEZ) working group
- Stream Environment Zone Restoration Committee
- IPES/Land Capability Technical Advisory Committee

TRPA also participates in numerous inter-agency committees, task forces, steering groups, and similar organizations, to further the cause of environmental protection in the Tahoe Region. A partial list of these partnerships includes:

- Bi-State Fisheries Task Force
- California Stormwater Management Task Force
- Economic Round Table
- Erosion Control Task Force
- Highway Deicing Steering Group
- Lake Tahoe Unified Steering Group for Forest Assessment and Protection
- Nevada Statewide Transportation Advisory Committee
- Nevada Statewide Transit Advisory Committee
- Shorezone Project Review Committee (PRC)
- Social Services Transportation Advisory Committee
- South Tahoe Arts Council
- South Tahoe Chamber of Commerce
- Tahoe Coalition of Recreation Providers (TCORP)
- Tahoe-Douglas Chamber of Commerce
- Tahoe East Area Management Team (TEAM Tahoe)
- Tahoe Landscape
- Tahoe Transportation District Technical Advisory Committee
- Truckee-North Tahoe Transportation Management Assn (TNT-TMA)
- Waste Not (Incline Village)
FIGURE
TRPA ORGANIZATION CHART

GOVERNING BOARD

ADVISORY PLANNING COMMISSION

EXECUTIVE DIRECTOR
DEPUTY DIRECTOR

AGENCY COUNSEL

FINANCE DIRECTOR

ENVIRONMENTAL EDUCATION/OMBUDSMAN

MANAGEMENT SUPPORT DIVISION

LONG RANGE PLANNING DIVISION

PROJECT REVIEW DIVISION

ENVIRONMENTAL COMPLIANCE DIVISION
# PROGRAM OF WORK FY 93-94

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31. COMMERCIAL PROJECT REVIEW/COMPLIANCE  
32. GAMING PROJECT REVIEW/COMPLIANCE  
33. TOURIST ACCOMODATION PROJECT REVIEW/COMPLIANCE  
34. RECREATION PROJECT REVIEW/COMPLIANCE  
35. PUBLIC SERVICE PROJECT REVIEW/COMPLIANCE  
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48. HEARINGS, TRAINING, WELLNESS AND MEETINGS

6-21-93
Work Element No. 6

Title: Rules/Regulations Amendments

Lead Staff: Blanck Division/Department: Legal

Product: Amended Rules and Regulations

Approach:

Prepare amendments of Rules and Regulations for submittal to the Governing Board. Ensure consistency with TRPA Compact and Regional Plan.

Milestones:

Present notice procedures (tentative agendas) to Governing Board for adoption 8-93

Present ex parte contact rules amendments to Governing Board for adoption 9-93

Present technical dispute resolution procedures to Governing Board for adoption 9-93

Present notice of violation/show cause procedures amendments to Governing Board for adoption 12-93

Resources:

Person-Months 1.1 (150 person-hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments:

Compliance, Management Support, Project Review and Long Range Planning
Work Element No. 10

Title: Public Information/Education

Lead Staff: Drum Division: Executive

Product: Educational and instructional literature, press releases, monthly newspaper columns, public meetings/workshops, building and erosion control awards, special projects, annual report, educational projects conducted in cooperation with other public agencies, increased public awareness of TRPA’s mission, reduced demand on project review and compliance staff in the area of residential projects, and better communication among public agencies.

Approach:

TRPA staff will enhance the existing ongoing public education and information program. Those activities include: regular contact with media to relay information; preparation of press releases and monthly newspaper columns; preparation of quarterly newsletters, and other pieces of literature as needed; development of a 5th-6th grade learning program, and library resources; regular contacts with community to establish TRPA as a community resource; conducting public workshops; regular contact with other public agencies; implementation of multi-agency public education projects, including expansion of the Tahoe Landscape project; and conducting the annual building and erosion control awards program. Operation of the Northshore office, and responding to front counter inquiries and general information phone calls are included in this work element.

See also related work elements: (3) Intergovernmental coordination, (21) Water Quality Implementation, and (22) Trans. Implementation

Milestones:

Complete annual Building/Erosion Control Awards Program 9-93

Complete agency annual report for FY 92-93 7-93

Complete production of BMP video 8-94

Conduct five Residential, Commercial, Public Service and Shorezone workshops (Project Review/Compliance) 6-94

Maintain updated project application packets Ongoing

Add information on fertilizer management, native plants, and xeriscape to residential packets, and expand public education efforts in these areas (Project Review, B-list) 10-93

Encourage public utility districts and water purveyors to assist with public education efforts (Tahoe Landscape funding request, B-list) 8-93
Work Element No. 10 (continued)

- Conduct 4-6 neighborhood meetings in BMP priority areas (small discharger retrofit program) 6-94
- Complete direct mailing to property owners in BMP priority areas (small discharger retrofit program) 6-94
- Produce BMP information pamphlet in cooperation with SCS, RCDs, and Extension Service 5-94
- Conduct staff training/survey on community relations 8-93
- Complete Qualified Exempt/Exempt application process brochure 12-93
- Prepare threshold fact sheets for water, air, noise, soil, wildlife habitat, vegetation, fish habitat, recreation and scenic resources 3-94
- Operate North Shore office through September 1993 1 day/week
- Evaluate feasibility of continuing North Shore office in the 1994 building season 1-94

Resources:

Person-Months: 52.4 (7,420 person-hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments:

Management Support, Finance, Compliance, Project Review, Long Range Planning

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Work Element No.: 11

Title: Capital Financing

Lead Staff: Ziegler/Scholley  Division/Department: Executive

Product: Monthly meetings of Capital Financing Committee; assistance to local government for assessment proceedings; grant application for comprehensive local financing alternative feasibility study; applications to SWRCB/NDEP for nonpoint source control implementation grants (CWA sections 314/319); and annual progress report to SWRCB on Financial Plan.

Approach:

TRPA’s role in financing environmental improvements will be to develop detailed improvement programs; actively pursue program funding; be a legislative advocate, and coordinate program implementation among the interested and affected agencies.

See also related work elements: (4) Legislative Hearings, (21) WQ Implementation, (22) Trans. Implementation, (23) AQ Implementation, and (24) Other Implementation

Milestones:

- Prepare and submit grant application to determine feasibility of comprehensive local financing alternative 9-93
- Prepare progress report on Financial Plan and present to SWRCB 1-94
- Work with local governments to initiate assessment proceedings in areas targeted for assessments in 1992-93 1-94
- Prepare and submit applications to SWRCB and NDEP for nonpoint source control implementation grants under CWA sections 314 and 319 Annually
- Work with NDOT to prepare application for FLH (Forest Highway) funding for erosion and runoff control on NV Highway 28 6-94
- Work with Caltrans, NDOT, and local government to prepare applications for state and federal enhancement funds for erosion and runoff control on state highway network Annually
- Encourage written proposals from private entities for participation in CIP, SEZRP, and RTP implementation 6-94
Work Element No. 11 (continued)

Resources:
- Person Months: 2.4 (340 person-hours)
- Contract Costs: None
- Equipment Costs: None

Other Responsible Divisions/Departments: Long Range Planning, Legal, Finance
Work Element No. 12

Title: Streamlining

Lead Staff: Wells

Division/Department: Executive


Approach:

Streamlining TRPA operations, particularly in the areas of application processing, is an ongoing TRPA priority. The purpose of streamlining is to increase efficiency, while not increasing environmental impacts, individual or cumulative, of activities in the Tahoe Region. TRPA will meet annually with a volunteer streamlining committee, including local government planners, Board members, local contractors and realtors, and others involved directly and indirectly in application processing to obtain input and feedback on streamlining efforts. TRPA staff will use the monthly inter-Division coordination meetings to maintain a streamlining problem assessment and strategy; individual streamlining actions will be assigned to the staff members most closely involved. In FY 93-94, TRPA anticipates the following streamlining activities: plain-English revisions to the Code of Ordinances; more computerization in permit processing and tracking; additional delegations to and memoranda-of-understanding with local, state, and federal agencies; and modification of Code requirements relative to land coverage, height, and basement excavations. Streamlining the processing of public projects for the public benefit will also be a priority in FY 93-94.

See also related work elements: (13) MOU Devel., (19) Plan/Code Amend, and (6) Rules/Regs Amend.

Milestones:

Identify necessary Rules, Code and Regional Plan streamlining amendments and establish priority schedule for GS adoption

Annual Streamlining Committee meeting 1-94

Inter-Divisional Coordination meetings Monthly

Resources:

Person-Months: 1.1 (150 person hours)
Contract Costs: None
Equipment Costs: None
Other Responsible Divisions: Legal, Project Review, Compliance, and Long Range Planning
Work Element No. 13

Title: MOU Development/Administration

Lead Staff: Wells  Division/Department: Executive

Product: Adopted Memoranda of Understanding

Approach:

In order to increase the Agency's efficiency and effectiveness, TRPA staff will actively promote the use of MOUs with local governmental agencies to exempt certain activities, e.g., residential review, routine maintenance and repair activities, and other minor activities, from TRPA review and approval. This work element includes MOU-related site assessments, land capability verifications, training and auditing for MOU compliance.

See also related work elements: (3) Intergovernmental Coordination, (12) Streamlining, (19) Code Amendments, and (21) WQ Implementation.

Milestones:

- Maintain list of potential public and quasi-public agencies eligible for MOU  Ongoing
- Adopt 1 delegation MOU for residential review with local government and 2 exempt activity MOUs with interested agencies  6-94
- Modify existing MOUs, where appropriate, to include additional exemptions and/or delegation  Ongoing
- Train affected agencies on MOU provisions  Within 45 days of MOU adoption
- Monitor MOU compliance, evaluate effectiveness and report to Governing Board  10-93/1-94
  4/94/7-94

Resources:

- Person-Months: 4.2 (590 person hours)
- Contract Costs: $1,000 (NDF/CDF)
- Equipment Costs: None

Other Responsible Divisions/Departments:

- Legal, Management Support, Long Range Planning, Project Review, and Compliance
Work Element No.: 14

Title: Monitoring and Evaluation Program

Lead Staff: Hoole Division/Department: LRPD

Product: Traffic, noise, air quality, water quality, economic, scenic, wildlife, and visibility data collection and analysis; annual 208 Plan update report; and BMP effectiveness study.

Approach:

**Transportation/Air Quality/Visibility/Noise:** TRPA staff will collect traffic and noise data at established monitoring sites. Staff will also review traffic data collected by the states of Nevada and California. This data will be analyzed by staff to determine traffic trends and progress in attaining threshold management standards and as inputs to the TRPA traffic model. Staff will continue to operate the air quality and visibility monitoring stations at Blais State Park and in South Lake Tahoe. Air quality and visibility data will be submitted to Crocker Nuclear Laboratories and to Air Resource Specialists for analysis. Staff will also review air quality data collected by the California Air Resources Board and conduct visibility T.A.C. meetings.

**Water Quality:** TRPA staff will contract with the USGS to perform tributary monitoring, and will contract with TRG to continue work on their water quality model for Lake Tahoe and collection of water quality data in the Tahoe Basin. TRPA staff will continue monitoring Lake Tahoe littoral turbidity and the water quality of Marlette, Spooner, Upper Echo, Lower Echo, Cascade and Fallen Leaf lakes. To coordinate this monitoring program, TRPA will hold at least two meetings per year of the Water Quality Monitoring Committee. TRPA will continue to gather all available data on the effectiveness of the water quality mitigation program and pursue the completion of a refined water quality model for the Lake Tahoe Basin.


Milestones:

- Collection of traffic data
- Review annual visibility monitoring report
- Review IMPROVE data analysis report
- Conduct noise monitoring, develop noise contours, and evaluate existing standards
- IMPROVE contracts signed
- ARS contract signed
- Visibility TAC meeting held
- Water quality contracts signed
Work Element No. 14 (continued)

Collection of water quality data
Water quality monitoring meetings
Evaluate progress in attaining AQ and visibility
Thresholds
Progress report to Governing Board on implementation of mitigation measures identified in the 1991 Threshold Evaluation
Submit/publish annual 208 Plan report to SWRCB, NDEP and EPA as required by conditions of approval (FY 92-93/FY 93-94)
Expand grazing-related BMP monitoring (B-list)
Complete BMP effectiveness study
Collect BMP effectiveness data

Resources:

Person-Months: 11.2 (1,580 person hours)
Contract Costs: Air quality/noise monitoring-
   $40,000 (ARS)
   $60,000 (U.C. Davis)
   $ 2,500 (Noise)
   $ 2,500 (Traffic data)
Water quality monitoring
   $377,000

Equipment Costs: $ 10,000 (BMP effectiveness study)

Other Responsible Divisions/Departments: Executive, Finance and Management Support
Work Element No.: 15

Title: Planning - Community Plans

Lead Staff: Hoole/Barrett

Product: Adopted Community Plans

Approach:

Working with local government and the local business community, TRPA will assist in the preparation and adoption of 23 CPs with the necessary environmental documents. The 23 plans are grouped under nine citizen planning teams. There are six teams currently active. The teams will recommend the plans to TRPA and local government for approval. Staff will work with local government, the plan teams and plan consultants in accordance with the Governing Board approved schedule to complete the plans and related environmental documents for submittal to the APC and Governing Board for adoption.

See also related work elements: (3) Intergovernment Coordination, (10) Public Information, (17) WQ Planning, and (18) Trans./AQ Planning

Milestones:

**Douglas County Community Plans**
- Complete final draft Plans/EIS 7-93
- Present Plans/EIS to APC/Governing Board for adoption 9-93

**Meyers Community Plan**
- Circulate Plan/EA 7-93
- Present Plan/EA to APC/Governing Board for adoption 10-93

**Tahoe City Community Plan**
- Recirculate Plan/EIS 7-93
- Present Plan/EIS to APC/Governing Board for adoption 11-93

**SLT Stateline/Ski Run Community Plans**
- Circulate Plans/EIS 7-93
- Present Plans/EIS to APC/Governing Board for adoption 1-94

**Al Tahoe Community Plan**
- Complete Chapter 3 and 4 final drafts 7-93
- Circulate Plan/EIS 11-93
- Present Plan/EIS to APC/Governing Board for adoption 3-94
Work Element No. 15 (continued)

- Washoe County Community Plans
  Complete final draft Stateline Plan 8-93
  Circulate Plans/EIS 11-93
  Present Plans/EIS to APC/Governing Board for adoption 4-94

- North Shore Placer County Community Plans
  Circulate Plans/EIS 11-93
  Present Plans/EIS to APC/Governing Board for adoption 4-94

Resources:

- Person-Months: 32.2 (4,560 person hours)
- Contract Costs: $18,000 (printing)
  $ 6,000 (Douglas CP EIS)
  $ 6,000 (SLT CP EIS)
- Equipment Costs: None

Other Responsible Divisions/Departments: Executive and Legal
Work Element No.: 16

Title: Planning - Master Plans

Lead Staff: Hoole

Division/Department: LRPD

Product: Heavenly Valley and Homewood Ski Area Master Plans; Golden Bear Park Master Plan; Master Plans for Marinas, Airports, and Parks as requested.

Approach:

Develop Ski Area, Marina, Park, and Golf Course Master Plans and EIR/EIS's through interagency steering committees. Monitor Airport Master Plan mitigation. Develop coordination between applicant, TRPA and steering committee when reviewing any such proposals.

See also related work elements: (10) Public Information, (17) WQ Planning, and (18) Trans./AQ Planning

Milestones:

Circulate Draft HV Master Plan/EIS 11-93
Circulate Draft Golden Bear Park Master Plan/EIS 4-94
Status Report to Governing Board on Airport Master Plan 8-94
mitigation implementation
Participate in Homewood Master Plan steering committee Quarterly meetings
Circulate Draft Bijou Golf Course Master Plan/EIS 3-94

Resources:

Person-Months: 6.6 (930 person hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments: Executive, Project Review, Legal
Work Element No.: 17

Title: Planning - Water Quality Management

Lead Staff: Hoole

Division/Department: LRPD

Product: Revised Vol. II, BMP Handbook (livestock/grazing); continued development of the Integrated Environmental Improvement Program (IEIP); 208 Plan revisions; and draft plan for mitigation of WQ impacts of runoff at points of discharge.

Approach:

Revisions to the 208 Water Quality Management Plan will be done in response to identified needs and concerns to properly implement TRPA's Regional Plan for the protection of water quality in the Lake Tahoe Region, e.g., livestock confinement/grazing, forest management and land coverage transfer provisions. Annual revisions to Volumes III and IV, CIP and SEZ Restoration Programs, have been identified as being necessary to implement and track progress in attaining and maintaining water quality thresholds.

TRPA will evaluate the effectiveness of Volumes III and IV of the 208 Plan for needed revisions for successful plan implementation. TRPA will evaluate completed Capital Improvement and SEZ Restoration Projects in the fall of 1993. TRPA will track, by jurisdiction, annual expenditures, miles of road right-of-way treated, and acreage treated. Volumes III and IV will be updated and merged into one comprehensive document called the Integrated Environmental Improvement Program (IEIP). After obtaining Governing Board approval of all amendments, acceptance will be sought from California, Nevada, and the U.S. EPA. TRPA will continue to update and maintain these two mitigation programs as one comprehensive IEIP document that will better identify water quality problems in each plan area statement and provide a mitigation plan to correct the identified problem(s).

See also related work elements: (14) Monitoring/Evaluation, (15) Community Plans, (16) Master Plans, and (21) WQ Implementation

Milestones:

Complete 208 Plan Vol. III/IV update field work 11-93
Complete draft 208 Plan Vol. III/IV update 2-94
Present 208 Plan SEZ Vol. III/IV update to Governing Board for adoption 4-94
Present 208 Plan amendment (Coverage transfers) to Governing Board for adoption (B-list) 6-94
Present updated SEZ restoration interim performance targets to Governing Board for adoption 9-93
Work Element No. 17 (continued)

- Revise BMP Handbook (Grazing, B-list) 6-94
- Submit revised 208 Plan (SEZ restoration/6-94
  Erosion Control CIP/coverage transfers) to U.S. EPA
- Accumulation of data on completed projects 11-93
- CIP/SEZ Restoration update meetings 7-93/11-93
- Sign Contract for Headstart grant 8-93
- and hire contract employee
- Complete Headstart fieldwork 11-93
- Complete Headstart draft report 5-94
- Complete Headstart final report 11-94
- Draft plan for mitigation of WQ 3-95
  impacts of runoff at points of discharge for inclusion in IEIP
- Complete plan for mitigation of WQ 6-95
  impacts of runoff at points of discharge for inclusion in IEIP (B-list)
- Draft IEIP document completed 12-95
- Governing Board action on IEIP 1-96
- Final U.S. EPA Approval on IEIP 6-96

Resources:

Person-Months: 25.6 (3,630 person hours)
Contract Costs: $39,750
Equipment Costs: None

Other Responsible Divisions/Departments:

Project Review and Legal
Work Element No.: 18
Title: Planning - Transportation and Air Quality Plans
Lead Staff: Hoole
Division/Department: LRPD

Product: Responses to comments received on transportation plans, programs, EISs, and ordinances; public input on transportation plans and programs; biennial update of RTP/AQP; updated postal action plan; regional bicycle plan; trip reduction plan; and parking management plan.

Approach:

Meet with local citizen groups to determine transportation needs and issues; conduct surveys and workshops to obtain public input on needs for transportation services; distribute copies of transportation action plans or related ordinances; conduct public workshops and hearings on transportation plans and programs; work with Air Quality-Transportation Technical Advisory Committee to identify needs and concerns, develop ideas, and seek input on plans and programs; improve computer capabilities for AQ, noise and traffic modeling; complete the regional bicycle plan, trip reduction plan, congestion management plan and parking management plan; and complete the biennial review of the RTP/AQP, as required.


Milestones:

- Complete RTP-AQP update and present to Governing Board for adoption
- Conduct surveys and workshops
- Conduct public workshops and hearings
- Meet with AQ-Transportation TAC
- Collect socio-economic/demographic data and enter into model data
- Update Short Range Transit Program
- Complete Trip Reduction Plan
- Complete Parking Mngt. Plan
- Complete inventory of transit ridership/highway traffic data, including turning movements, LOS, traffic volumes, and speed surveys

Resources:
- Person-Months: 8.0 (1,130 person hours)
- Contract Costs: $20,000 (parking management plan)
- Equipment Costs: None

Other Responsible Divisions/Departments: None
Work Element No.: 19

Title: Planning - Regional Plan/Code Amendments

Lead Staff: Hoole
Division/Department: LRPD

Product: Code amendments based on 1991 Threshold Evaluation (B-list); PAS amendments; 1993 update of 5-Year Public Service and Recreation Lists; Code amendments in response to streamlining, water quality, transportation, air quality, forest management, wildlife, and other implementation initiatives; and other miscellaneous Code and Regional Plan amendments.

Approach:

Amend the Code in response to the 1991 Evaluation recommendations (B-list), and the streamlining initiative, e.g., land coverage definition, and basement excavation restrictions. Batch processing of PAS amendments, either staff or applicant initiated. Update Public Service and Recreation Lists cooperatively with regional providers.


Milestones:

Chapter 30 (Recreation Area Scenic Threshold, B-list) amendment
Chapter 30 (Design Standards, B-list) amendment
Transportation ordinance amendments
- employer trip reduction ordinance (B-list)
- parking management ordinance (B-list)
Chapter 91 (Oxy fuels, B-list) amendment
Chapter 91 (Woodstoves) amendment
Shorezone Code amendments in accordance with Shorezone EIS/Cumulative analysis, as required
Chapter 78 (Goshawk zones) amendment
Adoption of Public Service/Recreation List
Chapter 82 (WQ mitigation fee update) amendment
Chapter 73 (Grazing, B-list) amendment
Chapter 25 (BMP retrofit-Sec.25.3) amendment
Chapter 22 (Additional Height, B-list) amendment
Chapter 2 (Streamlining-coverage def.) amendment
Chapter 64 (Streamlining-excavation) amendment
Work Element No. 19 (continued)

Chapter 20/Goals & Policies (Coverage transfers, 6-94
B-list) amendment
Adoption of updated U.S. Postal Action Plan 6-94
(B-list)
Chapter 71 (Forest Health) amendment 6-94
Batch processing of PAS amendments 10-93/3-94

Resources:

Person-Months: 11.5 (1,630 person hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments:

Legal, Compliance, Management Support, Executive,
and Project Review
Work Element No.: 20

Title: Planning - Special Studies

Lead Staff: Hoole

Division/Department: LRPD

Product: Environmental assessment of shorezone structures; scenic information and analysis packet; EIS and cumulative impact analysis of shorezone structures; Highway design standards study; Noise standards study; and Scenic Viewpoint Corridor Plan.

Approach:

Special studies will be conducted as required by the Regional Plan package, including the '91 Evaluation, RTP/AQP, SQIP, Fish Habitat Study, and the Water Quality Management Plan. TRPA staff will identify issues with affected agencies, complete background research and site visits, review proposals with responsible divisions and present proposals to the APC and Governing Board for action.

See also related work elements: (19) Reg. Plan/Code, and (24) Other Implementation

Milestones:

- Complete shorezone EIS/cumulative analysis inventory 8-93
- Circulate shorezone draft EIS/cumulative analysis 10-93
- Present shorezone final EIS/cumulative analysis to Governing Board for certification 2-94
- Complete scenic info./analysis packet 3-94
- Prepare Scenic Corridor Viewpoint Plan 5-94
- Complete Highway Design Standards study 4-94
- Complete Noise Standards study 5-94
- Develop noise data/standards for jet skis 6-95
- Identify and document shorezone structures 8-94
- Complete EA of shorezone structures 10-94
- Notify owners of affected shorezone structures 12-94
- Complete IEIP (SEZ, CIP, headstart, fish habitat recreation, and noise) and present to Governing Board for adoption (S-list) 6-96

Resources:

- Person-Months: 17.1 (2,420 person hours)
- Contract Costs: $90,000 (shorezone EIS)
- Equipment Costs: None

Other Responsible Divisions/Departments: Management Support, Project Review and Compliance
Work Element No.: 21

Title: Implementation - Water Quality Program

Lead Staff: Hoole

Division/Department: LRPD

Product: Placement of large dischargers under Waste Discharge Permits; grant administration; leadership role in requesting and obtaining water quality improvement grants; establishment of assessment districts for program implementation; and implementation of cooperative BMP retrofit program with RCDs.

Approach:

TRPA, in cooperation with Lahontan and NDEP, will continue the process of placing large dischargers under federal, state, or TRPA permits to control nonpoint sources of pollution. TRPA will administer MOUs with the SCS and the two respective RCDs for the implementation of the BMP retrofit program for small dischargers. TRPA will continue to pursue grants to finance the water quality monitoring program, implementation of the CIP, and implementation of the SEZ Restoration Program. TRPA staff will continue to manage the water quality mitigation program and work with local units of government to set up assessment districts to partially fund the CIP program. TRPA staff will take a strong advocacy role in implementing the CIP and SEZ Restoration Programs.

See also related work elements: (3) Intergovernmental Coordination, (14) Monitoring/Evaluation, (15) Community Plans, (16) Master Plans, and (17) WQ Planning

Milestones:

Individually notify all affected property owners (large discharger retrofit program) 7-93
Place large dischargers under waste discharge permit (B-list) 6-96
Identify and prepare list of potential grants for program implementation 12-93
Make grant requests for program implementation As available
Initiate assessment district formations through local governments 6-94
Manage WQ mitigation program Ongoing
Coordinate BMP retrofit program with RCDs and conduct public workshops 6-94

Resources:

Person-Months: 13.3 (1,370 person hours)
Contract Costs: $7,500
Equipment Costs: None

Other Responsible Divisions/Departments: Compliance, Executive, Management
Support and Project Review

TAHOE REGIONAL PLANNING AGENCY
PROGRAM OF WORK: FY 93-94

Work Element No.: 22

Title: Implementation - Transportation Program

Lead Staff: Hoole
Division/Department: LRPD

Product: Implementation of parking management and employee trip reduction programs; participation in TNT-TMA and SS-TMA; grant requests for program implementation; and technical assistance on transportation improvement projects.

Approach:

Staff will prepare RTIP and review Caltrans’ State Transportation Improvement Program (STIP), Highway Systems Operation and Protection Plan (HSOPP), and Transportation Systems Management Plan (TSM) for projects in the Tahoe Region, and provide comments to Caltrans and the CTC. In addition, staff will monitor CTC actions relative to STIP amendments and funding for STIP projects. Staff will prepare miscellaneous studies, take a leadership role in requesting and obtaining transit grants, intersection improvements, and bike/pedestrian facilities, and provide assistance to the rental car agencies in the implementation of the rental car ordinance.


Milestones:

- Participate in TNT-TMA and SS-TMA
  Monthly
  4-94

- Identify and prepare list of potential program implementation grants for transit, intersection improvements, and bike/pedestrian facilities.

- Make grant requests for program implementation
  As available

- Submit RTIP for Governing Board adoption
  11-93

- Coordinate rental car ordinance implementation with rental car agencies
  10-93

- Establish procedures for the submittal of mitigation fees and reporting requirements in accordance with rental car ordinance
  10-93

Resources:

- Person-Months: 13.3 (1,880 person hours)
- Contract Costs: None
- Equipment Costs: None
Other Responsible Divisions/Departments: None

TAHOE REGIONAL PLANNING AGENCY
PROGRAM OF WORK: FY 93-94

Work Element No.: 23

Title: Implementation - Air Quality Program

Lead Staff: Hoole Division/Department: LRPD

Product: Continued implementation of wood-smoke/wood heater program; grant requests for program implementation; and technical assistance on air quality improvement projects.

Approach:

TRPA staff will develop and administer interagency MOUs for enforcement of the woodstove ordinance, provide technical assistance to the Project Review staff and project proponents for air quality improvement projects, and take a leadership role in requesting and obtaining grants for program implementation.

See also related work elements: (3) Intergovernmental Coordination, (15) Community Plans, (16) Master Plans, (19) Reg. Plan/Code, (18) Trans./AQ Planning, and (22) Trans. Implementation

Milestones:

Prepare enforcement MOUs for woodstoves in cooperation with local governments and present to Governing Board for adoption 9-93

Identify and list potential grants for program implementation 12-93

Request grants for program implementation As available

Resources:

Person-Months: 2.3 (330 person hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments: Compliance, Project Review, Executive and Management Support
Work Element No.: 24

Title: Implementation - Noise, Recreation, Scenic, Vegetation, Fish and Wildlife

Lead Staff: Hoole
Division/Department: LRPD

Product: Grant applications for program implementation; technical assistance for noise, recreation, scenic, vegetation, fish and wildlife improvement projects; noise data and standards; and interagency noise enforcement MOU.

Approach:
Staff will will take a leadership role in requesting and obtaining grants for program implementation. In addition, staff will provide assistance in the design, and environmental analysis of improvement projects involving noise, recreation, scenic, vegetation, and fish habitat resources.

See also related work elements: (3) Intergovernmental Coordination, (15) Community Plans, (16) Master Plans, and (19) Reg.Plan/Code

Milestones:

Provide technical assistance
Identify and list potential grants for program implementation (all programs)
Request grants for program implementation
Develop/adopt interagency noise enforcement MOU (B-list)
Complete recreational resource allocation study (B-list)

Resources:
Person-Months: 1.6 (220 person hours)
Contract Costs: None
Equipment Costs: None

Other Responsible Divisions/Departments: Project Review, Compliance, Executive and Management Support
Work Element No.: 25
Title: TDA/RTPA Administration
Lead Staff: Hoole  
Division/Department: LRPD

Product: Unmet Transit Needs hearings; Completed OWP; Completed audits; Allocation of TDA funds; and General program administration.

Approach:

Administer TRPA's function as the Regional Transportation Planning Agency for the California portion of the Tahoe Region. Work will include the preparation of an annual Overall Work Program, state and federal grant applications and administration, review of state transportation planning documents, administration of TDA funds, review of TDA claims, and preparation of annual and triennial performance audits. Conduct unmet transit needs hearings. Administration of mitigation and ISR fund accounts. The overall work program will be coordinated with the TRPA Workload Model and Program of Work.

See also related work elements: (2) Program of Work, (3) Intergovernment Coordination, (7) budget, (8) Financial Admin., (9) Alt. Funding, (18) Trans./AQ Planning, (22) Trans. Implementation, and (23) AQ Implementation

Milestones:

- Completion of draft Overall Work Program (94-95) 5-94
- Present OWP to Governing Board for approval 6-94
- Year-end review w/ Caltrans 7-93
- Mid-year review w/ Caltrans 2-94
- Administer RTPA function Ongoing
- Administer State/Federal Subvention funds, STA funds, and LTF funds Ongoing
- Allocation of TDA funds 6-94
- Conduct Unmet Transit Needs hearings 5-94
- Provide audit schedule to State Controller 8-93

Complete audits:

- TDA Annual Financial Transactions Report 10-93
- STA Audit 12-93
- LTF Audit 12-93
- FY 1992-93 TRPA Fiscal Audit 12-93
- TRPA Triennial Performance Audit 6-96
- Implement compliance procedures to meet 1993 7-93

Triennial Audit recommendations

Resources:

- Person-Months: 9.4 (1,330 person hours)
- Contract Costs: $ 9,000 (LTF/STA audits, Trans. Rpt.)
- Equipment Costs: None

Other Responsible Divisions/Departments: Finance, Management Support,
TAHOE REGIONAL PLANNING AGENCY
PROGRAM OF WORK: FY 93-94

Work Element No.: 26

Title: TEGIS/Database

Lead Staff: Hoole

Division/Department: LRPD

Product: Current data base relating to permit review and inspections, automated programs to facilitate data processing and data query, and parcel based automated map in a GIS environment.

Approach:

The Information Management Team (IMT) will continue data entry programs in order to populate existing databases. These databases consist of accumulation of project review activities, inspection activities, securities, cumulative coverage accounting, and allocation information. The IMT will continue to develop computer programs to assist in data processing. The IMT will complete the region wide parcel based GIS using APNs as an identifier for each parcel. This APN identifier will act as a link to other TRPA non-graphic databases. Once completed new data will be added to the GIS database including plan areas, hydrologic areas and transportation analysis zones. The IMT will continue to monitor the TRPA computer system on an ongoing basis involving continual data backup, monitoring system security, troubleshooting and repairing system problems and performing software updates. The IMT will continually process data requests from outside agencies, TRPA staff, and private organizations.


Milestones:

- Data entry
- Computer System monitoring/administration
- Transfer graphic TEGIS data from USGS
- Import, quality assurance and correction of GIS parcel landbase (El Dorado County)
- Create TAZ, PAS, and HRA GIS database (El Dorado County)
- Create environmental data base for staff use
- Develop coverage data automation program
- Develop CIP/SEZ restoration tracking program
- Streamline/automate permit tracking and data entry program (integrate Av-office/database)
- Implement GIS parcel landbase update program
- Write information system evaluation

Ongoing
8-93
12-93
2-94
1-94
6-94
8-94
6-94
12-94
4-94
Work Element No. 26 (continued)

Resources:

Person-Months: 25.2 (3,570 person hours)
Contract Costs: $25,000 (software/hardware support)
Equipment Costs: $25,000 (software/hardware)

Other Responsible Divisions/Departments: Finance and Compliance
Work Element No. 45

Title: Special Compliance

Lead Staff: Chilton                Division/Department: Environmental Compliance

Product: Annual reports to the Governing Board by the Nevada and the California Departments of Transportation regarding highway deicing and the reduction of its impacts; a coordinated effort with local, state, and federal agencies on implementation of a regional forest health initiative; report on the observed effects of dredging during the 1993 season; report on effectiveness of timber management Code amendments; resolution of hazardous materials discharges; and resolution of ski area master plan compliance issues.

Approach:

Work with the Nevada and California Departments of Transportation to continue an effective highway deicing strategy which provides for the safety of the motoring public and the protection of the natural environment.

Continue Forest Health Concensus Group effort. Pursue revisions to the Goals and Policies and Code of Ordinances in accordance with the recommendations of the Concensus Group.

Assist in coordination of TRPA regulations and fuels management with the private and public sectors. Pursue Code amendments to allow for more extensive fuels management in identified fire hazard areas.

Monitor all dredging projects during the 93-94 season through onsite inspections, water quality sampling and evaluation of self-monitoring programs, and report on the results.

Receive reports of hazardous materials discharges, write up incident reports, and issue correction, cease and desist, and notices of violations, as appropriate.


Milestones:

- Report to the Governing Board on Highway Deicing activities 11-93
- Report to Governing Board on effectiveness of Timber Management Code amendments 2-94
- Complete dredging report 2-94

Resources:

Person-Months: 7.1 (1,010 person hours)
Contract Costs: None
Equipment Costs: None
### Fiscal Year 1993-94: June 1993 - JAPA Workload Model

**All Funds and Programs - Final Operating Budget Workload Model**

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<th>General</th>
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</table>

<p>| ACTIVITY AREA HOURS: | 9,815 | 380 | 545 | 325 | 1,550 | 140 | 765 | 1,510 | 270 | 7,415 | 315 | 160 | 590 | 1,540 |
| ACTIVITY AREA COST:  | 210,384 | 12,370 | 14,955 | 10,737 | 43,434 | 3,631 | 22,190 | 28,927 | 4,257 | 137,471 | 16,884 | 4,342 | 12,593 | 29,697 |
| ACTIVITY AREA OVERHEAD | 49,075 | 1,900 | 2,715 | 1,423 | 7,759 | 706 | 3,625 | 7,550 | 1,750 | 37,375 | 1,575 | 800 | 2,950 | 7,960 |
| TOTAL COST:          | 259,459 | 14,270 | 17,660 | 12,162 | 51,204 | 4,337 | 26,015 | 36,477 | 5,987 | 174,846 | 18,659 | 5,142 | 15,543 | 37,657 |
| TOTAL PERSONS MONTHS:| 69.30  | 2.70 | 2.80 | 2.30 | 10.50 | 1.00 | 5.40 | 10.70 | 1.90 | 56.35 | 2.20 | 1.10 | 4.20 | 11.20 |</p>
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<tr>
<td>3 Finance Director</td>
<td>James Clark</td>
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<td>4 Senior Planner</td>
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<td>5 Chief Management Support</td>
<td>Julie Frame</td>
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<tr>
<td>6 Secretary II</td>
<td>Marie Dube</td>
<td>370</td>
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<td>7 Secretary II</td>
<td>Sue Mihard</td>
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<td>Laurie Hardy</td>
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<tr>
<td>12 Secretary I</td>
<td>Kerrie Christensen</td>
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<tr>
<td>14 Secretary II</td>
<td>Linda Allen</td>
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<tr>
<td>15 Secretary I</td>
<td>Cindy Farris/Laurie Hardy</td>
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<td>Rick Angelucci</td>
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<td>Lyn Barnett</td>
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<td>18 Senior Planner</td>
<td>Mike Thomas</td>
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<td>Paul Kimmel</td>
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<td>Paul Peterson</td>
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<td>Jim Lewis</td>
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<td>Vivica Orsi</td>
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<td>Position</td>
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<td>SENIOR ENVIRONMENTAL SPECIALIST: Mike Salt</td>
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<td>ASSOCIATE ENVIRONMENTAL SPECIALIST: Kien Johansen</td>
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### Fiscal Year 1993-94: TRPA Workload Model
#### All Funds and Programs
**Final Operating Budget Workload Model**

Input hours, maximum 1700 hours

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<p>| ACTIVITY AREA HOURS: | 150 | 9,460 | 1,320 | 190 | 280 | 790 | 1,740 | 1,040 | 1,660 | 1,420 | 410 | 270 | 160 |
| ACTIVITY AREA COST: | 3,703 | 170,944 | 25,585 | 4,419 | 5,623 | 15,917- | 36,799 | 23,058 | 27,940 | 19,061 | 11,100 | 4,010 | 3,741 |
| ACTIVITY AREA OVERHEAD COST: | 750 | 47,300 | 6,600 | 950 | 1,400 | 3,900 | 6,700 | 5,300 | 7,300 | 5,100 | 2,050 | 850 | 800 |
| TOTAL COST: | 4,533 | 218,244 | 32,185 | 5,369 | 6,823 | 19,817 | 45,499 | 29,358 | 35,240 | 24,161 | 13,150 | 4,860 | 4,041 |
| TOTAL PERSON MONTHS: | 6.10 | 64.00 | 9.30 | 1.30 | 2.00 | 5.40 | 12.30 | 7.30 | 10.30 | 7.20 | 2.90 | 1.20 | 1.10 |</p>
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<td>3 FINANCE DIRECTOR: James Buxa</td>
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<td>4 SENIOR PLANNER: Public Information Facility Management Support: Julie Foxe</td>
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<td>5 SENIOR PLANNER: Public Information Facility Management Support: Julie Foxe</td>
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FISCAL YEAR 1993-94: June 1993 - TRPA WORKLOAD MODEL -
1065
### FISCAL YEAR 1993-94: TRPA WORKLOAD MODEL

#### All Funds and Programs

**FINAL Operating Budget Workload Model**

**Input hours, maximum 1700 hours**

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