

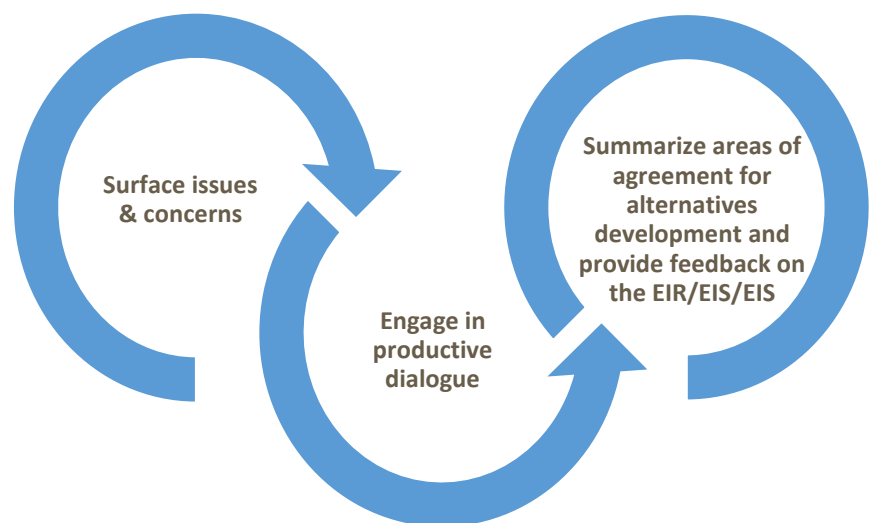
Meeks Bay Stakeholder Forum: Terms of Reference & Meeting Plan

Stakeholder Forum Purpose: To provide a forum to solicit stakeholder input on the Meeks Bay project planning documents and broader planning goals. The forum will also inform the development of project alternatives and support the resolution of issues stemming from the environmental review process. The stakeholder forum will serve to deepen understanding of divergent opinions and potential areas of agreement on Meeks Bay planning while maintaining the independent decision-making authority of Tahoe Regional Planning Agency (TRPA), The United States Forest Service Lake Tahoe Basin Management Unit (FS LTBMU) and Regional Water Quality Control Board (Lahontan).

9 Sessions • Diverse Interests & Perspectives Represented

STAKEHOLDER FORUM PRINCIPLES

- Encourage problem solving & issue resolution via collaborative, **mutual gains approach**
- Work closely with **technical team** from outset
- Ensure **transparency**; sessions are open to the public



Stakeholder forum meetings will be designed to promote best practices in joint fact-finding, to reaffirm the importance of science in the collaborative process, to gain agreement on the baseline information and to ensure that the best available science and technical information is agreed upon and used. This strategy will serve to mitigate late-stage questions about data and analyses. The meetings will also surface key issues & concerns, facilitate productive dialogue, and clarify areas of agreement for alternatives development.

Stakeholder Forum Representation: The stakeholder forum will be comprised of individuals representing a broad range of interests in relation to Meeks Bay and who are effective problem-solvers. Specific interests that should be represented in the Meeks

Bay stakeholder forum include: 1) The Washoe Tribe; 2) Residents; 3) Nearby/ adjacent property owners; 4) Motorized and Non-motorized recreators; 5) Community based Organizations; 6) Day & weekend users; 7) Emergency Response.

Stakeholder Forum Member Responsibilities

- **Inform the Process:** The intent of the stakeholder forum is for stakeholders and the public to engage in constructive discussions to inform key aspects of the Meeks Bay project, including development of project alternatives, public engagement strategy, and environmental impact analysis. The lead agencies will not seek consensus from stakeholder forum participants, rather the intent will be to benefit from the insights and discussion of each participant to inform the process.

A note on the Federal Advisory Committee Act (FACA). While the Tahoe Regional Planning Agency is convening the Stakeholder Forum, the lead agencies are committed to be attentive to the requirements under FACA that apply to Forest Service planning activities. The agencies will seek public input on the key aspects of the project, development of feasible alternatives and the environmental analysis. The agencies will not seek consensus from the members of the stakeholder forum.

- **Primary and Alternate Representatives:** Each stakeholder forum entity (e.g. association, community group) will select a primary and alternate representative to the forum. If the primary representative cannot attend a meeting, s/he may send an alternate. In this case, the primary representative is required to ensure continuity by briefing the alternate on recent discussions, including the input that the primary representative expressed previously. Each participating entity need only send one representative to a meeting. However, primary and alternate representatives may attend the same meeting to keep themselves apprised of the information and discussions. In this case, the alternate will take on the role of a listening observer.

Lead agencies (TRPA, FS LTBMU and Lahontan) will participate in all stakeholder forum meetings. Other agencies will participate in the stakeholder forum as needed on an ad hoc basis to weigh in on relevant content and /or depending on the agenda items for a given meeting.

General Principles of Collaboration

Stakeholder forum representatives will:

- Be prepared to listen intently to the concerns of others and identify the interests represented.
- Ask questions and seek clarification to ensure full understanding of the content of discussions and other's interests, concerns, and comments.
- Be respectful of other's interests, even if they are not consistent with or oppose your own.
- Regard disagreements as problems to be solved rather than battles to be won.
- Commit to act in good faith and respect the personal integrity and values of others.
- Refrain from ascribing motives or intentions to other participants.

Virtual Meeting Ground Rules

Stakeholder forum members agree to:

- **Respectful Engagement:** All participants commit to actively engage with the discussion at hand during forum meetings. The facilitators will provide breaks to create time that participants can use to address unrelated issues.
- **Conversational Courtesy:** Participants will use the agreed to convention for establishing speaking order, e.g. using the Zoom virtual “hand-raise” function, to avoid participants speaking over one another.
- **Honor time:** participants will do their best to avoid repetition of the same points and respect the group’s need to cover many topics efficiently.

Meeting Protocols

- **Agendas:** Agendas will be distributed at least two weeks in advance of the meeting.
- **Meeting Summaries:** A written summary of each stakeholder forum meeting will be distributed no later than two weeks following a meeting.
- **Invited Participants:** The Meeks Bay lead agencies may invite representatives from relevant agencies, organizations or interest groups to attend meetings to learn more about Meeks Bay project developments and to listen to stakeholder input. All invited participants are asked and expected to abide by all meeting guidelines and ground rules.

Public Participation

Stakeholder forum meetings are open to the public, to allow the public the opportunity observe and learn more about the Meeks Bay project development process. The public will also have designated time to provide input at forum meetings. However, Meeks Bay public workshops will be the primary venue for the public to directly engage with the Meeks Bay Project.

Updated 6.25.2020

Stakeholder Forum & Public Meeting Schedule		
<i>Meetings are 9:00-12:00</i>		
<i>Public Workshops are 5:30 – 7:30</i>		
	Date	Topics
1	Wed, July 15	<u>Stakeholder Forum Meeting # 1</u> Present Assessment Findings Presentation & Key Concerns Present Project Overview: Key Issues & Project Goals Group Introductions & Forum Establishment Solicit initial input on draft concepts for alternatives
2	Wed, Aug 5	<u>Stakeholder Forum Meeting # 2</u> Solicit input on Workshop #1 content and approach, including conceptual alternatives
Starting July 22		Preparation of Draft Alternatives, Site plans and Summaries
	Wed, Aug 19	<u>Public Workshop # 1</u>

		Demonstrate basic design options for draft alternatives Facilitate interactive exploration of design alternatives Get broad input from public on draft concepts for alternatives
3	Wed, Sept 9	<u>Stakeholder Forum Meeting # 3</u> Debrief public workshop Suggest refinements to preliminary design alternatives
	Wed, Oct 14	<u>Public Workshop #2</u> Share alternatives in "high resolution" Solicit further feedback on alternatives
4	Wed, Oct 21	<u>Stakeholder Forum Meeting # 4</u> Preparation for TRPA Board meeting
	Nov 2020	<u>TRPA Governing Board Meeting</u> Get input on alternatives from TRPA governing board Additional opportunity for public feedback
Nov 2020		Preliminary Effects Analysis
5	Wed, Dec 9	<u>Stakeholder Forum # 5</u> Present outcomes of preliminary effects analysis Present preferred alternative Solicit feedback & stakeholder concerns
Dec 2020- February 2021 Feb 24, 2021 – May 23, 2021		Preparation of Specialist Reports Development of administrative draft of EIR/ EIS/ EIS
6	Wed, Jun 23, 2021	<u>Stakeholder Forum #6</u> Present findings from EIR/EIS/ EIS This presentation would be high-level, with the aim of providing the project design team an opportunity to learn if there are major concerns before the release of the official public EIR/ EIS/ EIS Solicit informal stakeholder comments
June 15- Aug 5 th , 2021		Preparation of Screencheck Draft & Public Draft EIR/ EIS/ EIS

July 2021		<u>TRPA Governing Board Meeting</u> Get input from TRPA governing board On public draft EIR/ EIS/ EIS
Wed, Aug 11, 2021		<u>Public Workshop # 3</u> Solicit Comments on EIR/ EIS/ EIS
7	Wed, Sept 15, 2021	<u>Stakeholder Forum #7</u> Debrief Public Workshop
Sept 21 – Nov 20, 2021		Preparation of Administrative Final EIR/ EIS / EIS
8	Wed, Dec 8, 2021	<u>Stakeholder Forum # 8</u> Present update on findings from Administrative Final EIR/ EIS/ EIS Solicit informal stakeholder comments
Dec 13, 2021– Feb 2 nd , 2022		Preparation of Screencheck Final & Final EIR/ EIS/ EIS
Jan 2022		<u>TRPA Governing Board Meeting</u> Get input from TRPA governing board On final draft EIR/ EIS/ EIS
9	Wed, Feb 16, 2022	<u>Stakeholder Forum # 9</u> Major Milestone Completion Celebration & Discuss Next Steps

Suggested Stakeholder Forum Participants

The following organizations and individuals were recommended by other stakeholders as good candidates who represent the range of interests to participate in the stakeholder forum.

Community Based Organizations

- Friends of the West Shore
- Lake Tahoe Water Trail (Sierra Business Council)
- League to Save Lake Tahoe

Boating Associations

- Lake Tahoe Marina Association
- Meeks Bay Yacht Club

Individuals

- Julie Hutchinson
- David Jonsson

HOAs

- Meeks Bay Vista Property Owners Association
- Tahoe Lakefront Owners Association

Washoe Tribe

- Washoe Tribe Office of Environmental Protection
- Washoe Tribe Cultural/Language Department

Meeks Bay Operators

- Washoe Tribe Meeks Bay Resort
- California Land Management

Other Local Entities

- Meeks Bay Fire District