



Truckee Donner

Recreation and Park District

10046 Church Street, Truckee, California 96161

PHONE: (530) 582-7720 • FAX (530) 582-7724

General Manager

Steve Randall

Regular Meeting Notice

Truckee-Donner Recreation and Park District

Board of Directors

Thursday, November 13, 2008

Truckee-Donner Community Center

10046 Church Street

The Board of Directors welcomes you to its regular meetings that are scheduled the second Thursday of each month at 6:00 P.M. Your interest is encouraged and appreciated. Copies of the agenda correspondence may be obtained at the District office.

Agenda

1. **OPEN MEETING – 6:00 P.M.**
2. **Roll Call –**
3. **Public Input –** This is the time set aside for the public to address the Board on any matter not on the agenda. Testimony related to any item on the agenda should be addressed at the time that item is considered. Please give your name for the record. We ask that you limit your comments to three minutes in order that all interested parties have an opportunity to speak. *No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (Brown Act).*
4. **Unfinished Business –**
 - 4.1 New Community Center update.
 - a) Update on construction.
 - b) Discussion of climbing wall.
 - 4.2 Discussion of future phases of the master plan.
 - 4.3 Discussion of an indoor ice rink at the rodeo grounds.
 - 4.4 Update on existing community center as a performing arts center.
 - 4.5 Discussion and approval of District Benefit and Compensation Study.
5. **New Business –**
 - 5.1 Update from Truckee Aquatic Coalition on their progress for a new aquatic facility.
 - 5.2 Request from Bryan DeVore to discuss pool use, lap swimming versus other activities scheduled at the community pool.
 - 5.3 Review of District facility use fees.
 - 5.4 Discussion of Public Relations/Marketing position.
6. **Special Announcements –**

7. Consent Calendar –

- 7.1 Approval of the minutes of the Regular Board meeting of October 9, 2008.
- 7.2 Review the correspondence list for the month of October, 2008.
- 7.3 Review the monthly financial report for the month of October, 2008.

8. Reports – General Manager, Recreation Superintendent, and Park Superintendent may make a brief report on his or her activities.

8.1 General Manager –

- a) Update on Ponderosa Golf Course.
- b) District Holiday party – December 6, 2008.
- c) Update on mitigation fees with Nevada and Placer Counties.

8.2 Recreation Division –

8.3 Park Division –

- a) Update regarding the West End Beach Pavilion upgrade project.

9. Board subcommittees –

- 9.1 Performing arts committee (Brady and Lewis).
- 9.2 Salary survey committee (Murphy and Pruyn).
- 9.3 Committee to develop questions for on-line community surveys (Werbel and Murphy).

10. Additional Matters of Interest to Board Members – Board members may make a brief announcement or report.

11. Adjournment –

Posted and mailed on November 7, 2008



Susan K. Mitchell
District Clerk

Minutes of the

Regular Meeting of the Board of Directors of the Truckee-Donner Recreation and Park District

November 13, 2008

The meeting of the Board of Directors of the Truckee-Donner Recreation and Park District was called to order by Chairman Murphy at the Truckee-Donner Community Center, 10046 Church Street, at 6:00 P.M.

Roll Call –

Directors Present: John Pruyn, Peter Werbel, Kevin Murphy, Marshall Lewis, Janet Brady

Directors Absent: None

Others Present: Steve Randall, General Manager; Sue Mitchell, District Clerk; Shaun Mitchell, Network Administrator; Dan O’Gorman, Recreation Superintendent; Amanda Conk, Aquatics Coordinator; Robert Burks, Dan Ingalls, Dan Kates, and Bryan DeVore, Truckee Aquatics Coalition; John Hugo, Ice Rink; Representatives from Sweeney Architecture; David Johnson, Green Builders Institute; Keith Harris and Tim Faust, MagWall; Bill Macartney, Pro-rink citizen; Joanne Paolillo, Truckee- Donner Horsemen; Pamela Zimmer, Gaunt-Zimmer Design.

Public Input – None.

Unfinished Business –

4.3 Discussion of an indoor ice rink at the rodeo grounds – Manager Randall stated at the last Board meeting the Board was presented with a new proposal and the developer was looking for \$1.5 million dollars. The Board directed Mr. Hugo to meet with the equestrian groups to resolve their issues. Mr. Hugo stated we had a meeting with the horsemen. We came away with the impression the horsemen were in agreement and would not oppose the use of the parking lot and they were open to an assessment of the existing land. They want to see an ice rink and maintain the rodeo and riding facility. We offered to make improvements like a new sprinkler system, dirt screened, and lights for night riding. They were interested in using public space in the lobby in the rink. If we could find a solution to parking they would be willing to work with us. Manager Randall stated this was a public meeting to get input from all groups, not a meeting with the Horsemen Association.

Mr. Hugo stated his purpose is to get a sense whether the Board is willing to contribute land at one site or the other. His preference would be to use the rodeo arena site, but he is flexible with either site. The parking lot site is the alternative. The objections received at the PUD meeting were primarily from the Horsemen Association. The PUD told us to come back if we did not find an alternative. Mr. Hugo stated he believes the lease agreement with the PUD does not require their approval to construct improvements. The lease allows for park and recreation use. He understands you would want to go to the PUD and make sure everyone is on board. He stated he is asking for a financial commitment of \$100,000 to cover approval costs, design fees, engineering costs, soils tests, traffic studies, etc. The additional 1.4 million requested is

for construction costs. His original proposal was if the District would contribute the land, he would raise all the money and operate it with a land use agreement. He read the District was anticipating a large savings on the community center and the District would commit \$1 million for an outdoor ice rink. His logic was if the District could get a better product for the same money it might be money well spent. If you do not want to spend the money and you are willing to contribute land, he will raise all the money as originally proposed.

Board/staff discussion:

- We would only consider the PUD parking lot if PUD approved ice skating on that site. A multi-use facility is the best use of the rodeo arena site versus relocation of the equestrian facility. We have not solved the parking issues. It is the direction of the Board to not spend money until we have a clear plan in place for all facilities. We have decided our priorities and to revamp them is inappropriate. Show us the financing and money in the bank and we will provide the land. Committing land now is not the right thing.
- The Board needs to make a decision tonight whether this is a go or no go so Mr. Hugo does not waste any more time or money. In August, we talked at length about our priorities. Number one priority is performing arts, second is the aquatic center, and third is converting the existing pool into an indoor sports complex. After that is a portable ice rink. We are entering into an incredibly difficult economic time. For us to embark on a committal of time, land, and money is not in our best interest. It is time to put this on hold before any more time and effort is put into this.
- If Mr. Hugo can put this together on that property without us giving money, there is no risk. Set aside a piece of property and put the onus on Mr. Hugo.
- There is not enough information to make a clear decision tonight. There is a huge potential for a large facility and our community could benefit. Mr. Hugo needs something to show that the Recreation and Park District is for this. Asking for land is logical so he can get funding.
- It is a great idea and project, but with the economy and all the projects we have proposed, now is not the time.

Public comment:

- The arena is a part of history. If it is relocated it changes the historical significance.
- The rodeo process is moving forward and we can expect to have another one next year.

Mr. Hugo responded:

There is no risk to the Board if they allocate the land and we get shot down at the town or cannot raise the money.

Mr. Hugo stated he has been in the investment banking industry for 12 years and real estate for 30 years. He raises money for property owners and developers. If you do not want to contribute financially, he will replace the \$1.5 million with other sources. That is what he proposed originally. There is a \$400 million dollar state proposition and a competitive process for requesting funds from that. That is a prime source. There is the sale of sponsors and advertising space. We will sell memberships to a core group of users who will pay \$1,000 each. He is working with the Community Foundation in

terms of philanthropic contributions and they have offered to open up their list of donors. It would take about six months to raise the money and it would run concurrently with the approval process.

Mr. Hugo stated he needs approval for the land to take it to the next step with the town and to start answering budget questions and other questions. He is confident he can raise the money. The rink will require 100 parking spaces. By putting the footprint of the rink on the parking lot it displaces 50 spaces. Based on an assessment of the area, we can create those 50 spaces. The rodeo attracts 2,000 to 3,000 people. That area does not park 1,000 cars, they park up and down the street. We know we have to do a traffic study and parking analysis. There are 15 acres at the existing site. There is land across from the senior housing and the possibility of off-site parking.

Director Lewis moved we determine this evening we will not move forward with the ice rink arena proposal and revisit it in the far future, seconded by Chairman Murphy. Ayes: Murphy and Lewis. Noes: Pruyn, Werbel, Brady. Motion failed.

Directors Werbel and Brady were appointed to a Board subcommittee to meet with Mr. Hugo and his team and come up with a recommendation for the Board.

Director Werbel made a motion we allow Mr. Hugo to proceed with his concept on the south side of Estates Drive; if he can get through the financial, town, and airport issues, this land be set aside for an ice rink; and if legal counsel says we can move forward we move forward, seconded by Director Brady. Manager Randall cautioned the Board to involve legal counsel prior to approving this motion. Director Werbel withdrew his motion.

Manager Randall stated the PUD was concerned with parking issues with all the venues. They said if Mr. Hugo couldn't find any other land they would look at it again.

New Business

5.1 Update from Truckee Aquatic Coalition on their progress for a new aquatic facility – Dan Ingalls, Truckee Aquatics Coalition (TAC), stated we had a meeting with TAC and various interest groups. We have identified leaders of the different user groups to get a consensus of where we want to go. We will come back with a recommendation of what consultant we want to pursue for the design. The primary job is to consider community demographics, programming, and revenue streams. Mr. Ingalls stated when he originally embarked on this he was into a 50-meter competitive pool. The reality is, after talking with consultants, a 50-meter pool is not fiscally sound. Dealing with some of these consultants made a lot of sense when they described why it is not reasonable for our environment. This should be a place to entertain an entire family for an entire day whether they are swimming, rock climbing, or using one of the other facilities.

Dan Kates, TAC, stated the interest groups are swim lessons, diving, therapy, swim team, Masters, lap swim, Hispanic recreation, tourists, water polo, elementary swim, birthday parties, kayak, scuba, high school swim team, and Transitions.

Robert Burks, representing Masters swimming, stated he heard competitive pools do not make money. There are 10,000 Master swimmers in the Pacific Region. There are teams flying to areas with pools that can handle 35 teams. They book hotels and shops and restaurants. There are only a few places you can have high altitude facilities. They

would want to come here to train. If you built the 50-meter pool it could be a huge draw for this community, but he understands we can't be a stickler for it. Donner Lake Swim had 350 openings and they sold out. There are a lot of people who want to come up here and swim.

5.2 Request from Bryan DeVore to discuss pool use, lap swimming versus other activities scheduled at the community pool – Bryan DeVore stated he has been swimming at the Truckee pool for over 20 years and he is a member of TAC. The new facility will be great, but we have some issues at the existing facility. He's seen the issues crop up in the last couple of years. We have a very strong section of groups, lap swimmers, swim team, and diving. Everyone works together. We have scheduling problems. We need better oversight of existing management of that facility. He stated lap swimming is as big a part of his day as working. He goes to Truckee to swim at 6:00 P.M. As the pool is being opened for lap swim, three lanes are pulled out for diving. Other people have schedules, but he believes some of the other groups have more flex hours. It used to be you could swim between 4:00 and 8:00 P.M. and we have been steadily pushed back to 6:00 P.M. The swim team tries to accommodate us, but we need a realistic schedule. We have lost lap swimmers over the years. As you get older, lap swimming is one of the things you can continue to do and that is being taken away. In other communities there are generally always some lanes open for lap swimming. We have layers of programs between 4:00 and 7:00 at night and huge open periods with nothing going on. The adult lap swimmers should be able to swim week nights between 4:00 and 7:00. Swimming is about releasing and winding down. We need to better utilize the hours we have and not stack all these programs on top of each other. We are seeing new faces and can assume they are being forced out of the other time slots. He's not asking to force out any groups, but to better utilize the time. It is very difficult for working adults to find time to lap swim.

Board discussion:

- The needs of the many outweigh the few. We are trying to get a new facility in place.
- The numbers and the demand have increased. Our pool became crowded before current management was even here. There is so much demand on that little facility.
- The only time parents can get their kids to programs is after school. It is so limited.
- It is not the Board's job to manage staff. Increased usage of the pool helps us get the word out for when we go out for a bond. The down side is hearing this is not working. We would ask you to give us some time with the new facility to solve these problems.

Amanda Conk, Aquatics Coordinator, stated we are making more programs available for children. Children are in school during the mid-day hours. Her job is to maximize pool use. When PM lap swim was at 4:30, we had 300 swim team pool splashes, now we have 680. Pushing lap swim to 6:00 gets more use. The diving instructor does not want to teach diving during the middle of the day or on weekends and parents do not want to bring their kids.

Mr. DeVore stated he will pitch in and do what he can. For now he will stick with the facility we have.

Superintendent O'Gorman stated Amanda's job is to put more swimmers in the pool. We have certainly lost some P.M. lap swimmers but Amanda has put a lot more bodies in the pool. The pool is slammed but isn't that a good thing? He appreciates Mr. Devore's passion. We are open to dialog and suggestions, but his direction to Amanda is to continue to put as many people in that pool as possible.

The Board thanked Mr. Devore for taking the time to come to a meeting.

Unfinished business –

4.4 Update on existing community center as a performing arts center – Pamela Zimmer, Gaunt Zimmer Design, stated we met with the town planning department regarding offsite parking and building a theater in the back of the site. Conceptually they are on board. The next step, once we have design and concept, is to develop a written parking plan showing exactly where those spots will be, whether it is leasing space from other lots or shuttling. There is so much parking available down town, people will park at a restaurant and walk down here. The town is okay with that. The new building would be zoned assembly occupancy without fixed seating. This building is classified as business capacity. The separation between the two occupancies is a two hour wall. We can look at sound proofing the spacing between the current walls when we look at designing the new building. HPAC wants this building restored to what it used to look like way back when. They verified it as a Category C supporting structure, it supports the historic district. They are verifying the limits of where that category C stops. PUD does not have an issue regarding moving the overhead above ground utilities. The site survey field work has been done by KB Foster. Holdrege and Kull has been directed to proceed with their survey. Our survey of this building is about 85% complete. We would recommend steel concrete construction. We are limited to two stories. We have to stay under 26,000 square feet of site disturbance for zoning clearance. We anticipate complete documents by next week and some sketches of what you can build.

4.1 New community Center update –

- a) Update on construction – Manager Randall provided a status report in the Board packet. He stated they are roofing the gym next week and fabricating the next building. They are done with the concrete. Yubacon is pretty much done.
- b) Discussion of climbing wall – Superintendent O'Gorman stated the serious climbers are more interested in the bouldering wall. We will probably end up designing it to appeal to beginning and intermediate climbers. There are serious limitations where it is going to be.

4.2 Discussion of future phase of the master plan – Already discussed.

4.5 Discussion and approval of District Benefit and Compensation Study – Manager Randall stated job descriptions have been finalized. He provided the study and a summary of his recommendations, the employee committee recommendations, and the Board committee recommendations. Chairman Murphy stated he thinks we found common ground and seemed to have done a good job to satisfy everyone. It was not as easy as anticipated. Director Lewis made a motion to accept the compensation study and the Board subcommittee recommendations as shown in the Board packet, retro to the first pay period in October, seconded by Director Werbel. Motion passed unanimously. Chairman Murphy stated the Board would like to recognize Shaun

Mitchell for a great job. Shaun Mitchell thanked the Board for giving staff the opportunity to discuss and give input.

New business –

5.3 Review of District facility use fees – Manager Randall stated staff does not have any recommendations. If the Board has recommendations, we will hold a public hearing in December. If not, it stays as is for another year. Board consensus: Leave facility use fees the same, no changes.

5.4 Discussion of Public Relations/Marketing position – Manager Randall stated we budgeted for this position. We developed a job description with a salary base. Originally this job was created to help with a bond measure, but with this economy do we want to create this now?

Board discussion:

- Now would be a good time for them to get their feet wet for the economic recovery. It is not a good economic time, but it might be a good time to hire someone. A lot of good people would be available.
- When belts are tight people will not be signing their kids up for classes. It is an investment.
- The driving focus was the bond measure, we are a few years away from a bond. There are not enough grants out there to support this position. This is the time to tighten our belts and not increase expenses. This is an optional position. Marketing does not have that much power on how people use discretionary income. It will be word of mouth, not a marketing position.
- We have said time and time again we do not do a good enough job telling our story. Within 12 months we will have an exciting opportunity, with this building and the community center, and it would be good to have that marketing person understand our story.
- How much do we really need a person for the next three to five years? How many more people can we take in our programs? We need someone for community awareness, but how much more money could the marketing position bring in?
- We have the potential for a world class training center. There is huge revenue outside of the local market.
- In regards to passing a bond issue, a marketing person could make the circle bigger. Not only does it help the District, but it helps the entire economy.

No board action was taken, this item will be agendized in January.

Special Announcements – Manager Randall stated our new bathroom building is advertised in Parks and Rec Business Magazine.

Consent Calendar

7.1 Approval of the minutes of the Regular Board meeting of October 9, 2008.

7.2 Review the correspondence list for the month of October 2008.

7.3 Review the monthly financial report for the month of October 2008.

Director Werbel moved to approve the consent calendar, seconded by Director Pruyn. Motion passed unanimously.

Reports –

General Manager – Manager Randall reported:

- a) Update on Ponderosa Golf Course – You will start seeing the green covers soon. We spent \$50,000 in capital improvements. If you take that away, we will have a profit of \$25,000.
- b) District Holiday Party – Scheduled for December 6 at the Glenshire Clubhouse.
- c) Update on mitigation fees with Nevada and Placer Counties – We are working with the consultant and will be going before Nevada and Placer Counties for an increase in the fees. It goes to Nevada County Board of Supervisors on November 18th for preliminary review and then December 9th for approval. In Placer County, it first has to go to the North Tahoe Regional Advisory Council, which is scheduled for January 8th, prior to going to the Placer Board of Supervisors.

Recreation Division – Superintendent O’Gorman stated we had 500 to 600 kids at the Halloween Parade. We had 285 racers and another 200 parents at “The Girls on the Run Fun Run”. We are co-sponsors with the Auburn Ski Club on the Turkey Trot this Sunday. Ski swap was last weekend, it was very successful. We should net about \$12,000. Superintendent O’Gorman stated he attended NRPA last month in Baltimore. He attended a class in golf course management and a class on developing recreational amenities. The first thing they list is a recreational leisure pool and low revenue for a 50-meter pool.

Park Division – Manager Randall stated the park department is working on getting the ice rink going and closing facilities. Most facilities are battened up.

- a) Update regarding the West End Beach Pavilion upgrade project – Manager Randall stated Laura Mello, CFA, Inc., provided a preliminary engineering evaluation. They have completed a topo study and they are preparing an engineering report. We will need a flood plan variance through the town of Truckee. Directors Lewis and Pruyn were appointed to a subcommittee to meet with CFA.

Chairman Murphy asked has the Park Department gone any further with costs and concepts of dredging the pond? Manager Randall stated Superintendent Shaffer feels we can wait another year. There are too many inconsistencies. We will put together a report for the Board in the next couple months. Chairman Murphy stated there is momentum building on that site for a fishing derby.

Board Subcommittees -

9.1 Performing Arts committee (Brady and Lewis) – Director Brady stated a business plan has been developed. It recommends a number of multi-use facilities throughout the North Tahoe community, with a strong recommendation for a facility at Sierra Nevada College and Northstar.

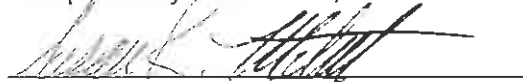
9.2 Salary survey committee (Murphy and Pruyn) – Finished.

9.3 Committee to develop questions for on-line community surveys (Werbel and Murphy) – Nothing to report.

Additional Matters of Interest to Board Members – Nothing to report.

Adjournment – The meeting was adjourned at 9:50 P.M.

Respectfully submitted,



District Clerk



Chairman of the Board of Directors



Secretary of the Board of Directors