

Minutes of the

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

May 12, 2011

The meeting of the Board of Directors of the Truckee-Donner Recreation and Park District was called to order by Chairman Werbel at the Community Recreation Center, 8924 Donner Pass Road, Truckee, CA, at 6:00 P.M.

Roll Call –

Directors Present: Kevin Murphy, Peter Werbel, John Monson, Janet Brady, Kristin York (arrived 6:30 P.M.).

Directors Absent: None.

Others Present: Steve Randall, General Manager; Sue Mitchell, District Clerk; Shaun Mitchell, Network Administrator; Dan O'Gorman, Recreation Superintendent; John Shaffer, Park Superintendent; Amy Bolton, Youth Program Coordinator; Katie Kunze, Youth Program Coordinator; Amanda Oberacker, Aquatics Coordinator; Tobe Stone, resident; Marie Blas-Stone, resident; Keith Vogt, PAC; Bryan DeVoe, self.

Public Input – Toby Stone, resident, stated there are two issues at the West End boat launch. One is the drop off at the bottom of the ramp. When the water is low it is tough to use and you tear up your equipment. A good suggestion would be to build it up. Fill it in with rock and put steel matting over it. The other issue is the 5 MPH Buoy in front of the boat ramp. In the fall the buoy is removed and replaced with a float. The wave action lifts the concrete tub used to hold the buoy and it goes below the surface. If someone is trolling, it could suck the back of the boat over and flip the boat. There is one suspended 85' below the surface. There are three of them lost out there. Superintendent O'Gorman stated that is not our jurisdiction, it is the Town of Truckee. We could look into trying to retrieve them. There is a local businessman who puts them out there, but not on our request. Mr. Stone suggested there be a cable attaching them to the ramp. He recommended the District post a notice to let people know not to use downrigger flies.

Bryan DeVoe stated at the last meeting Director Werbel discussed a matter on the agenda as a member of the audience. He was not recognized as a board member while he was commenting. Mr. DeVoe stated when the Board discusses an issue it is not always brought back for public comment before a vote is taken. His concern is the Board is getting ready to work on a bond measure and your meetings need to follow protocol. Manager Randall stated your point is well taken.

Employee Program Presentation – Manager Randall stated at the retreat he heard the Board needs to be better informed on the day to day operations. We will now have a five minute presentation from employees at the beginning of each meeting. Amy Bolton and Katie Kunze are here tonight. They run summer camps, adventure camps, and after-school and before-school programs. Amy Bolton and Katie Kunze introduced themselves and gave an overview of their programs.

New Business

6.1 **Declare stadium lighting and poles as surplus property and authorize disposal** – Superintendent Shaffer stated the District purchased old poles and lighting for a ballfield years ago. The poles would have to be reengineered to be usable in this state. Newer

lights use 1/3 the electricity that these would use. Director Monson moved to declare the stadium lighting and poles as surplus property and authorize disposal as recommended, seconded by Director Brady. In response to public comment regarding recycle value, Director Monson amended his motion to declare the stadium lighting and poles as surplus property and authorize disposal by selling, recycling, or disposal as best seen fit, seconded by Director Brady. Motion passed with four ayes and one abstain (Director York).

Unfinished Business

Chairman Werbel announced he owns property within 500' of the proposed Performing Art Center and recused himself from discussion on Items 5.1, 5.2, and 5.3.

5.1 Update on Truckee Performing Arts Center –

a) Report from Performing Arts Commission on the building design – Manager Randall stated the commission has not come to a consensus. On Wednesday, May 25th, the commission will meet with the architect to review plans that show the building flipped. Their intent is to have a recommendation by June. Keith Vogt, PAC, stated a destructive test and asbestos test will have to be done to find out if there are toxic materials that have to be cleaned up. Director York stated there is hesitancy to go with a funding drive because of the historical issue. Do we retain a structure that compromises the performing arts center or do we remove the building? Director Murphy stated the organization of that commission is critical. They have to have formal bylaws and rules.

5.2 Discussion of different building types for construction of the proposed Aquatic Center –

a) Update on feasibility study for a concrete monolithic dome structure – Manager Randall stated the Board authorized not to exceed \$2,000 on the reimbursables. They came in at \$6,000 and he approved it for proficiency. Director Murphy moved to approve the additional \$4,000 for the concrete dome feasibility study; seconded by Director Monson. Motion passed with four ayes (Director Werbel recused himself earlier).

Director Murphy stated whenever an item is open for discussion, it is also the time for public to comment.

Report from aquatic coalition on their field trip to Utah to look at steel structures – Amanda Oberacker, Dan Kates, and Superintendent O'Gorman presented a report on the steel structures they visited in Utah. They presented photos and a list of the key take-aways.

Mark Wilson, the architect, met them at the first building in Washington City. Washington City has a full recreation center complete with track, gym, weight room, classrooms, and aquatic center. The play area is used the most. The aquatic side is 35,000 square feet. The Cedar City facility is 30,000 square feet. That facility has only been open three months and they are already having rust issues. The Washington City facility has no problems. The enemy is humidity in the air. They pump out dry warm air. Cedar City was more humid. It takes about a year to dial everything in. The key is good insulation, a good dehumidifier, and a good paint and powder coat every 20 years.

b) Proposal for a feasibility study for a steel structure building – Manager Randall stated the original estimate was \$39,850. The consultant has reduced his proposal to \$19,350. Director York moved to approve a feasibility study for a steel structure for \$19,350, using Mark Wilson; seconded by Director Brady. Director York stated since he hasn't built in California, someone should work with him so he understands California building issues. Motion passed with four ayes (Director Werbel recused himself earlier).

5.3 Potential bond measure for aquatics, performing arts, and trails –

a) Update on economic impact report on the three projects – Manager Randall provided a list of Comparable Projects in Similar Communities and a list of the Best Practices Comparables provided by the consulting group.

Public comment: These are all isolated communities. They have no competition. When they have an event it is the only thing in town. Truckee has tremendous competition within 50 miles.

After discussion, the Board was in consensus with the comparables. Director York will call the consultant to discuss Jackson Hole and Park City being added.

b) Update on other potential funding sources – Manager Randall stated the Trails Coalition is still working on TSSA funding. There has been discussion on whether the \$8 pool assessment will remain if we close the pool. District Ordinance 13 states the revenues are to be used for the purpose of operating, maintaining, repairing, and replacing the pool and appendages. Manager Randall stated he feels the \$8 can stay in effect as long as we decommission the other pool. He spoke with legal counsel and it is his opinion the District more than likely would prevail if it were challenged.

c) Discussion on potential bond amounts for the three projects – Manager Randall stated originally we started out with a \$20 Million bond. We are now looking at \$12 Million. \$6 Million for the aquatic center, of which we would subsidize \$3 Million; \$7 Million for performing arts, of which we would subsidize \$4 Million; and \$6 Million for trails, \$4.5 Million to complete the Legacy Trail to Glenshire and \$2.5 Million to the Tahoe Donner Connection Trail. We should be able to get \$500,000 from each of the homeowner's associations. For \$12 Million in construction costs, we will need \$10.20 per \$100,000 assessed value. The average house in Truckee is \$300,000, so we are looking at a ballpark of \$30. Director Murphy stated we need to make sure we are talking about the par amount when we talk about the bond, not just construction costs.

d) Discussion of funding a public survey and alternative survey methods – Manager Randall stated he and Director Murphy presented a power point presentation to the town and asked them for an MOU that says they are on board. It was just a presentation so the town council could not act on it, but it was very positive. On the 19th, the town will get an MOU from their attorney and hopefully it will be passed by town council.

Manager Randall stated Nevada County Elections is telling us the deadline to receive a resolution calling for a November 8, 2011 election is 125 days prior to the election, or July 6, 2011. It cannot be held as an all vote-by-mail election on that date. The first all-mail ballot election date in 2012 is March 6th. There are no other scheduled elections for November 8, 2011; all costs associated with a special bond election would be borne by the district (staff time, ballot costs, polling operations, etc.). If the district were to wait and consolidate with a scheduled election in 2012, the costs would be much less. Manager Randall stated at the last Board meeting there were questions on survey methods. It is based on people who vote and they use the phone number given on the voter rolls. Director York stated they need to update their methodology. We should have an on-line survey. Manager Randall stated he provided the potential cost for a survey with different options in the Board packet.

Each of the three interest groups has created a public outreach paper. The intent is to get out as much public information as possible prior to the survey. A way to do that is to mail out a brochure.

After discussion, Director Murphy moved to do a tracking survey for 300 district voters, 15 minutes or less, not to exceed \$15,420. The District will do press releases and let the public know we are looking for further input. Motion was seconded by Director Monson. Director Brady stated we should get input from the performing arts commission. Motion passed with four Ayes and one Abstain (Werbel). Directors York and Monson were appointed to a subcommittee to review the questions.

5.4 Discussion of future phases of the master plan – No discussion. This item will be removed from further agendas.

Chairman Werbel returned to the dais for the remainder of the meeting.

New Business

6.2 Approval of Revised Policy #207 (General Leave and Benefits for Part-time Employees), and Policy #233, (Added Benefits for TDRPD employees) – District Clerk Mitchell stated Policy #233 addresses benefits provided to employees such as West End Beach passes, use of track, etc. We added 20% off facility rentals for seasonal employees. Policy #207 addresses general leave and a \$50.00 monthly stipend intended to be used to offset the cost of medical insurance for seasonal employees who have worked 1,250 hours in the previous fiscal year. After meeting with staff, we want to clarify that seasonal employees must be employed and being paid 40 hours per month to be eligible for these benefits. If an employee quits or is laid off during the fiscal year they are eligible for the stipend, and come back within that same fiscal year, the \$50 stipend is resumed, but only if they are being paid 40 hours per month. If an employee is laid off for the season prior to the end of the quarter or summer, they are not required to relinquish their beach or pool pass. After discussion, Director Brady moved to approve the policy as written, seconded by Director York. Motion passed with four Ayes and one Abstain (Murphy).

6.3 Request to go out to bid for a thatcher/sweeper – Director Murphy moved to go out to bid for a thatcher/sweeper, seconded by Director Brady. Motion passed unanimously.

Special Announcements – None.

Consent Calendar

8.1 Approval of the minutes of the Regular Board meeting of April 14, 2011.

8.2 Approval of the minutes of the Special Board meeting of April 13, 2011.

8.2 Review the correspondence list for the month of April, 2011.

Director Murphy moved to approve the consent calendar, seconded by Director York. Motion passed unanimously.

Financial Report

The monthly financial report was reviewed and discussed.

Reports

General Manager –

a) Citizen Art Committee update – The latest exhibit will come down the end of this month. We are looking at a separate show for the summer months, maybe getting the Burning Man exhibit. Their biggest project is the Found Art Project on Truckee Day.

b) Marketing report – Reviewed.

c) Equestrian Commission update – A meeting is scheduled for May 23rd.

Recreation Division – Superintendent O'Gorman stated the Easter Egg Hunt was great. We had 950 people. We had a Saturday summer registration day and took in \$28,000 of registrations in three hours.

a) Update on Skate Park improvements – The skate park group was going to do a fundraiser the end of May but they may have moved it back.

Park Division – Superintendent Shaffer stated as the snow melted we opened any facilities we could.

a) Update on West End Beach Pavilion Project – Laura Mello set up an appointment with the town planners.

Board Subcommittees

11.1 Performing arts committee (Brady and York) – Director Monson stated he went to a meeting with developers of downtown and they had the performing arts center on the slides.

11.2 West End Beach Pavilion upgrade project (Monson and Werbel) – Nothing to report.

11.3 Aquatic Center Committee (Werbel and Brady) – Director Murphy requested to be on the Aquatic committee and take Director Brady's place. Board was in consensus.

11.4 Audit Committee (Murphy) – Nothing to report.

11.5 Equestrian committee (Werbel and Monson) – Meeting scheduled for May 23rd at 5:30 P.M.

Additional Matters of Interest to Board Members – Director Murphy stated Lisa Doby is leaving. She has done a lot for this community and she will be sorely missed.

Director Murphy stated most organizations have a voice mail routing system when you call. Our Shoretel phone system could route calls to departments and that would free up time for the front office staff. Also, dual monitors are extremely efficient.

Closed session (Government Code Section 54957.6) – Discussion of General Manager's yearly evaluation. The Board went in to closed session at 10:35 P.M. and reconvened to open session at 11:15. No Board decisions were made. This item will be continued to the following month.

Adjournment – The meeting was adjourned at 11:15 P.M. ✓

Respectfully submitted,

District Clerk

Chairman of the Board of Directors

Secretary of the Board of Directors