



TRUCKEE-DONNER Recreation & Park District

Inspiring Creative Active Lives for a Healthy Mountain Community

Meeting Notice

Truckee-Donner Recreation and Park District Board of Directors
Thursday, March 23, 2017, 6:00 P.M.
Truckee Community Recreation Center, 8924 Donner Pass Road

The Board of Directors welcomes you to its meetings; your interest is encouraged and appreciated. Copies of the agenda and correspondence may be obtained at the District office.

Agenda

1. **OPEN MEETING – 6:00 P.M.**
2. **Roll Call –**
3. **Public Comment –** This is the opportunity for members of the public to address the board on any matter not on the agenda. Please state your name for the record. Comments are limited to three minutes in order for all interested parties to have an opportunity to speak. No action shall be taken by the board on items not appearing on the agenda (Government Code Section 54954.2 – Brown Act). The board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting. District meetings are recorded for transcription purposes.
Agenda Item Process – The board will follow the process below on each agenda item:
 1. Staff report.
 - a) Questions from the board to staff.
 2. Applicant presentation.
 - a) Questions from the board to the applicant.
 3. Public comment – Limited to three minutes.
 4. Board deliberations and discussion.
 5. Board action (if action needs to be taken).
4. **Marketing Report –**
 - a) Review of the District marketing report.
5. **Presentation –**
 - a) Presentation/discussion/acceptance on 2015-2016 District audit performed by James Marta & Company.
6. **Unfinished Business –**
 - 6.1 Discussion/possible action on Veteran's Hall usage.
 - a) Update from Friends of the Veteran's Hall
 - 6.2 Discussion/action on the Truckee Aquatic Center project (Truckee Community Swimming Pool).
 - a) Review of Aquatic Center operating costs.

- b) Report on status of construction project.
- 6.3 Discussion/possible action regarding Comprehensive Facility Condition Assessment and Energy Audit.
- 6.4 Discussion/possible action regarding the District Strategic Plan.
 - 1. Nurturing partnerships
 - 2. Implementing responsive programming
 - 3. Organizational excellence
 - 4. Caring for our facilities and parks
 - 5. Building awareness and loyalty
 - 6. Financial health
- 6.5 Discussion/possible action on Truckee Bike Park.
 - a) Update on the next phase of the project.
 - b) Request to apply for grant funding from the Truckee Tahoe Airport District.
- 7. New Business –**
 - 7.1 Discussion/possible action regarding revision of District Policy #207, General Leave and Health Stipend for Part-Time Employees and Part-Time Benefited Employees.
 - 7.2 Biennial review of the District’s Conflict of Interest Code.
 - 7.3 Discussion/possible action regarding new job description and salary range for Head Golf Professional to replace the current Pro Shop Manager position.
 - 7.4 Review and approval of revised District salary schedule reflecting a 1% COLA.
 - 7.5 Discussion/possible action regarding revised District Policy #105, Organizational Flow Chart.
 - 7.6 Approval of Resolution # 2017-260, Designation of Applicant’s Agent for Non State Agencies for the Governor’s Office of Emergency Services.
 - 7.7 Approval of annual AB 1600/Quimby Report for FY 2015-2016.
 - 7.8 Discussion/possible action on making appointment for vacant Board of Directors position.
- 8. Special Announcements –**
- 9. Consent Calendar –**
 - a) Approval of the revised minutes of the regular board meeting of October 27, 2016.
 - b) Approval of the minutes of the regular board meeting of January 26, 2017.
- 10. Financial Report –**
 - a) Approval of District check registers.
 - b) Review of District financial report.
 - c) Approval of District miscellaneous journal entries.
- 11. Information Technology –**
 - a) Review of the District Information Technology report.
- 12. Division Reports –** General Manager, Recreation Superintendent, and Park Superintendent may make a brief report on their activities.
 - 12.1 **General Manager –**
 - a) Update on application to CARPD for best district and best new facility.
 - 12.2 **Recreation Division –**
 - a) Review of monthly division report.
 - 12.3 **Park Division –**
 - a) Review of monthly division report.
 - b) Review of spring projects.
- 13. Board Subcommittees –**
 - a) Finance/Audit Committee (Standing Committee – Murphy and Casey).

NOTE: In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact Brandon Perry, District Clerk, at 530-582-7720. Notification 48 hours prior to the meeting will enable TDRPD to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

- b) Comprehensive Facility Condition Assessment (Standing Committee – Casey and Werbel).
- c) Ice Rink Expansion Project (Ad Hoc Committee – Murphy and Werbel).
- d) Aquatic Center Operating Costs Assessment (Ad Hoc Committee – York and Tanner)

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

15. Closed Session (Government Code Section 54957) –

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

16. Adjournment –

Agenda posted and mailed on March 17, 2017

Brandon Perry, District Clerk