

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

June 22, 2017

The meeting of the Board of Directors of the Truckee-Donner Recreation and Park District was called to order by Chairman York at the Community Recreation Center, 8924 Donner Pass Road, Truckee, CA, at 6:05 P.M.

Roll Call –

Directors Present: York, Werbel, Kates

Directors Absent: Tanner, Casey

Others Present:

Staff: Steve Randall, General Manager; Brandon Perry, HR Manager/District Clerk; Jeremy Wright, IT Administrator; Teresa McNamara, Accounting Manager; Kyle Jost, Marketing Manager; John Shaffer, Park Superintendent

Public: None.

Public Comment – None.

Marketing Report

4. Review of District Marketing Report – Reviewed.

Old Business

5.1 Discussion/possible action on Comprehensive Facility Condition Assessment and Energy Audit –

a) Consideration of proposal for Facility Dude consultant – Park Superintendent Shaffer requested consultant fees for Tamara Quinata-Tinkler for the amount of \$8,280.00 to enter and manage Facility Dude information entry and processing. Director Kates motioned to accept the consulting proposal in the amount of \$8,280.00 for Facility Dude consultant Tamara Quinata-Tinkler, seconded by Director Werbel. Motion was approved with three ayes (York, Werbel, Kates) and two absent (Tanner and Casey).

5.2 Discussion/possible action regarding the District Strategic Plan – There was no board discussion or action.

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| 1. Nurturing partnerships | 4. Caring for our facilities and parks |
| 2. Implementing responsive programming | 5. Building awareness and loyalty |
| 3. Organizational excellence | 6. Financial health |

5.3 Discussion/possible action on painting the Community Arts Center – Director York directed Park Superintendent Shaffer to obtain three bids for the painting project and to present to the board three different color combinations at the next meeting.

New Business

6.1 Discussion/possible action regarding Resolution # 2017-262 – A resolution for the collection of a special tax pursuant Truckee-Donner Recreation and Park District Ordinance #13 for FY 2017-2018, Nevada County – Director Werbel motioned to accept Resolution # 2017-262 – A resolution for the collection of a special tax pursuant Truckee-Donner Recreation and Park District Ordinance #13 for FY 2017-2018, Nevada County, as

presented. Motion was seconded by Director Kates. The resolution was adopted with three ayes: York, aye; Werbel, aye; Kates, aye; and two absent: Casey and Tanner.

6.2 Discussion/possible action regarding Resolution # 2017-263 – A resolution requesting collection of charges on tax rolls pursuant Truckee-Donner Recreation and Park District Ordinance #13 for FY 2017-2018, Placer County. – Director Werbel motioned to accept Resolution # 2017-263 – A resolution requesting collection of charges on tax rolls pursuant Truckee-Donner Recreation and Park District Ordinance #13 for FY 2017-2018, Placer County, as presented. Motion was seconded by Director Kates. The resolution was adopted with three ayes: York, aye; Werbel, aye; Kates, aye; and two absent Casey and Tanner.

6.3 Review and acceptance of the District Money Purchase Pension Plan audit for Fiscal Year ending December 31, 2016 – Director Werbel motioned to accept the District Money Purchase Pension Plan audit for Fiscal Year ending December 31, 2016, seconded by Director Kates. The audit was accepted with three ayes (York, Werbel, Kates) and two absent (Tanner and Casey).

6.4 Discussion/action on District Policy #211, Health, Welfare and Retirement Benefits – Director Kates motioned to approve changes to Policy #211. Motion was seconded by Director Werbel. The resolution was adopted with three ayes: York, aye; Werbel, aye; Kates, aye; and two absent: Casey and Tanner.

Special Announcements

None

Consent Calendar

a) Approval of the minutes of the regular board meeting of May 24, 2017 – Director Werbel motioned to approve the consent calendar as presented, seconded by Director Kates. Motion was approved with three ayes (York, Werbel, Kates) and two absent (Tanner and Casey).

Financial Report

a) Approval of District check registers – Director Werbel motioned to approve the District check register as presented, seconded by Director Kates. Motion was approved with three ayes (York, Werbel, Kates) and two absent (Tanner and Casey).

b) Approval of District miscellaneous journal entries – Director Kates motioned to approve the District miscellaneous journal entries as presented, seconded by Director Werbel. Motion was approved with three ayes (York, Werbel, Kates) and two absent (Tanner and Casey).

c) Review of District financial report – Reviewed.

d) Review of Community Swimming Pool financial report – Reviewed.

Information Technology

a) Review of District Information Technology Report – Reviewed.

Division Reports

11.1 General Manager

a) Update of the proposed ice rink expansion project – The project is progressing and is being prepared for planning submission to the Town of Truckee.

b) Upcoming art show exhibit – The next art exhibit is Burning Man photography.

c) Update on Recreation Superintendent interviews – The newly hired Recreation Superintendent has been selected and begins his new position July 24, 2017.

d) Update of FEMA project – FEMA projects are progressing.

14.2 Recreation Division

a) Review of monthly division report – Reviewed.

14.3 Park Division

a) Review of monthly division report – Reviewed.

b) Review of spring projects – Reviewed.

Board Subcommittees

12.1 Finance/Audit Committee (Standing Committee – Tanner and Casey) – Nothing to report.

12.2 Comprehensive Facility Condition Assessment (Standing Committee – Casey and Werbel) – Nothing to report.

12.3 Ice Rink Expansion Project (Ad Hoc Committee – Werbel) – Nothing to report.

12.4 Aquatic Center Operating Costs Assessment (Ad Hoc Committee – York and Tanner) – Nothing to report.

Additional Matters of Interest to Board Members

Erin Casey has submitted her letter of resignation to the Board.

Director Kates requested an overview of the District scholarship program to be presented at the August, 2017 board meeting.

Adjournment – The meeting was adjourned at 7:08 P.M.

District Clerk

Chairman of the Board of Director

Secretary of the Board of Directors