

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

May 24, 2018

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 6:00 P.M.

Roll Call –

Directors Present: York, Tanner, Kates, Werbel

Directors Absent: Hansford

Others Present:

Staff: Steve Randall, General Manager; Teresa McNamara, Accounting Manager; John Shaffer, Park Superintendent; Sven Leff, Recreation Superintendent; Courtney Ridgel, HR Administrative Assistant; Brandon Perry, HR Manager/District Clerk; Amanda Oberacker, Aquatics Program Coordinator

Public: Janet Phillips, Tahoe Pyramid Bikeway (TPB); Phoebe Bell, Ice Rink; Jesse Boerl, Truckee Community Ice Pavilion Project (TCIPP), Eric Good, TCIPP; Jim Winterberger, Truckee Tourism Business Improvement District (TTBID); Chief Robert Leftwich, Truckee Police Department; Dan Olsen, Truckee Police Department; Kevin Murphy, TCIPP; Michael Delafontane, TCIPP; Johnny Fellow, TCIPP

Public Comment – None.

Old Business

4.1 Discussion/Possible Action regarding the Tahoe Pyramid Bikeway Project – Iceland to Floriston Project “B”

- a) Approval of low bid and award of contract.

Janet Phillips, TPB, stated the current project going from Hirschdale to Floriston was progressing. The project was split into 3 sections, A, B, and C. The B contract is near Floriston. The original contractor withdrew their bid. The current bid price is \$828,000.00. This bid is about \$100,000.00 more than engineer's estimate. She recommended accepting the bid.

Director Tanner asked for clarification about the bid price. Janet Phillips stated the project was always 3 separate parts. The first section was approved and is in process. The 'wall' section originally came in at 4 times more than the engineer's estimate. It is being redesigned, and will come for bid in June.

Director Werbel motioned to approve the low bid and award of contract to Richard May Construction, Inc. for the Tahoe Pyramid Bikeway project “B” in the amount of \$828,100.00 as presented, seconded by Director Tanner. Motion was approved with four ayes (York, Tanner, Kates, Werbel).

4.2 Discussion/Possible Action regarding District involvement in the Town of Truckee's Aquatic Invasive Species Program at Donner Lake – Dan Olsen and Rob Leftwich, Town of Truckee Police Department, and Deverie Acuff from the Town of Truckee presented to the Board. The discussion is to request the Board to grant permission to install a gate at Donner Lake to eliminate the introduction of aquatic invasive species. In 2012 the Town council adopted the aquatic invasive species ordinance to make it mandatory that all motorized watercraft be inspected in the town of Truckee. The main purpose of the program is to protect the waters of Donner Lake. After the ordinance was adopted there was public outcry. The Town debated the need for the ordinance and the need to ensure that aquatic invasive species are not introduced to the lake.

The mandatory inspection program was implemented in 2014 with assistance of TDRPD at the boat ramp at Donner Lake. The inspection station was moved away from that area in 2016. Deverie Acuff showed examples of invasive species that may be transported into Donner Lake. Boaters are

encouraged to arrive clean, drained, and dry to the inspection station. Staff inspect boats to ensure that invasive species are not present. If the boat is clear they are given a sticker and allowed access. Short term goals included reciprocity for access to Lake Tahoe and Donner Lake and to prohibit the introduction of AIS to Donner Lake. They want to provide 24/7/365 access to Donner Lake for those that have been inspected.

The AIS program is funded by the Town and a grant. It is a prevention grant. If invasive species are introduced to the lake the grant is taken away. Controlled lake access can be granted with cards to open the gate at arrival or departure.

Robert Leftwich, Town of Truckee Police Chief, added there are mixed reviews that contend the science does not support AIS being able to exist in Donner Lake. Others disagree and say that AIS can exist in the lake. The grant funding comes with responsibility and the Town is asking for TDRPD to assist with the process. There are groups that have spoken out about ensuring round the clock access, and that government should not be prohibiting access to a public lake.

He stated that if the Board decides to support this gate there may be public apprehension about the decision. If TDRPD were to say no to the project the Town would not be able to institute the program. The program is a Town program and the grant and the Town are there to ensure the program is successful. With access the Town would seek additional grant funding. If AIS were introduced into the lake the grant funding would end. The Town does not have money set aside to continue the program without the grant funding. If the Town were to discontinue the AIS program TDRPD would retain the gate, cameras, and other equipment. TDRPD would not become obligated to continue the program. The construction process would begin in 2019 with the go live date of January 2020.

Steve Randall stated the possibility of a public hearing would fall on the Town. Director Tanner asked if there were AIS in Donner Lake now. Rob Leftwich stated that yes there were AIS such as crawfish already in the lake, but not the AIS targeted by the grant. Grant funding received currently covers some of the expense of maintaining the inspection station at the airport area.

Director York motioned to allow the Town of Truckee to seek a grant seeking funding to install a gate to allow control and inspection for AIS at the TDRPD boat ramp at Donner Lake, seconded by Director Kates. Motion was approved with four ayes (York, Tanner, Kates, Werbel).

4.3 Discussion/Possible action regarding CATT Community Art Center Outdoor renovation project – Director Tanner stated he had spoken with GM Randall regarding the project and the project would be managed by CATT. The Town has assigned a planner. TDRPD will have to go in front of Historic Preservation Advisory Commission (HPAC) as it is a site improvement. The assigned planner is Yumie Dahn. The goal is to submit the plan to HPAC to get on their early June board meeting.

No board action was taken.

New Business

5.1 Discussion/Possible Action regarding presentation from Truckee Ice Coalition for a new ice rink located at Regional Park – Kevin Murphy, co-chair of TCIPP, introduced those with the Truckee Ice Coalition Pavilion Project (TCIPP) and provided a history of ice rinks in the Truckee area. The Town suggested moving the ice rink site to the existing TDRPD corporation yard. There are several stakeholders that would be involved with this process including TDRPD, the Town of Truckee, the library group, and potentially others. This location would be ideal to answer issues of access, parking, and usage. The Town council has not voted on a partnership with the library.

TCIPP approached Truckee Tourism Business Improvement District (TTBID) regarding the ice rink project and asked for a commitment to the project. TTBID responded that they would be interested in the project, especially if the project was larger than ice rink only operation. The preliminary design of the TCIPP project would include glue-lam construction for an overhead covered building with the ice

rink below. The design and structure could be viable in the existing ice rink location or at the TDRPD corporation yard.

TCIPP is asking the Board for support for the project. They want to complete a feasibility study in partnership with TDRPD and TTBID.

Director York asked what the footprint of the project would be. Kevin Murphy replied that it would be roughly 200' x 120', 26,000 square feet. The project would be covered and usable year-round. The project aesthetics being wood would be more appealing than steel. GM Randall stated the design development estimate would be \$50,000.00 to \$70,000.00 according to Ward Young Architects. The estimator would cost approximately \$10,000.00. The economic impact study would be approximately \$10,000.00. Splitting this \$90,000.00 with TTBID would be \$45,000.00 to the District. TCIPP would be able to gain credibility and increased access to fundraising efforts with a partnership with TDRPD.

Director York motioned to approve allocating up to \$50,000.00 from the Board special projects fund for design development, hire an estimator, and to complete economic impact research, contingent upon matching funds of up to \$50,000.00 being contributed by TTBID, seconded by Director Werbel. Motion was approved with four ayes (York, Tanner, Kates, Werbel).

5.2 Discussion/Possible Action regarding District Policy # 233 - Added Benefits for TDRPD Employees – HR Manager Perry stated the amended policy clarifies some benefits for employees and adds benefits for drop in sports for full and part time employees and golf access for part time employees. Definition for active employees moved from an hours calculation to those remaining on active status.

Director Werbel motioned to approve the revised policy, as presented, seconded by Director Tanner. Motion was approved with four ayes (York, Tanner, Kates, Werbel).

5.3 Discussion/Possible Action regarding Resolution 2018-268 - Resolution of the governing body of the Truckee Donner Recreation and Park District declaring an election be held in its jurisdiction; requesting the Board of Supervisors to consolidate this election with any other election conducted on said date; and requesting election services by the county clerk – .

Director Werbel motioned to approve Resolution 2018-368, the resolution of the governing body of the Truckee Donner Recreation and Park District declaring an election be held in its jurisdiction; requesting the Board of Supervisors to consolidate this election with any other election conducted on said date; and requesting election services by the county clerk, as presented, seconded by Director Tanner. Roll call: York, aye; Tanner, aye; Werbel, aye; Kates, absent; Hansford, absent.

5.3 Discussion/Possible Action regarding annual AB1600/Quimby Report for FY 2016-2017 – Accounting Manager McNamara stated the report is a recap from the prior year. The report shows the transactions that tie back to the county and Town of Truckee approvals. It is an annual requirement.

Director York motioned to approve the AB1600/Quimby Report for FY 2016-2017, as presented, seconded by Director Tanner. Motion was approved with four ayes (York, Tanner, Kates, Werbel).

6. Special Announcements

Director York stated she would be absent for the next board meeting.

7. Consent Calendar

a) Approval of the minutes of the regular board meeting of April 26, 2018 – HR Manager stated there was one change to the minutes removing the reference to Pat Davison being present at the prior meeting as it was a typo.

Director York motioned to approve the minutes with the referenced change, as presented, seconded by Director Tanner. Motion was approved with three ayes (York, Tanner, Werbel).

8. Financial Report

- a) Approval of District Check Registers – Director Tanner motioned to approve the District check register as presented, seconded by Director York. Motion was approved with three ayes (York, Tanner, Werbel).
- b) Review of District Financial Report – Reviewed.
- c) Approval of District Miscellaneous Journal Entries – Director Werbel motioned to approve the District miscellaneous journal entries as presented, seconded by Director York. Motion was approved with three ayes (York, Tanner, Werbel).
- d) Review of Community Swimming Pool Financial Report – Reviewed. Director Tanner requested the report be reported quarterly rather than monthly moving forward.

9. Information Technology

- a) Review of District Information Technology Report – GM Randall stated the new IT Administrator position had been filled with a full time employee scheduled to start June 11, 2018.

Division Reports

10.1 General Manager

- a) Update of the new Skate Park project – GM Randall stated the skate park project was working on drainage plans and making progress. The skate park project has raised in excess of \$100,000.00 to date for the project.
- b) Update Corp Yard/Library project – GM Randall stated he went to the Town council meeting and the topic was put off to the next meeting scheduled for June 5, 2018. The library group requested more time to evaluate the feasibility study.

10.2 Recreation Division

- a) Review of monthly division report – Reviewed.

10.3 Park Division

- a) Review of monthly division report – Reviewed.

Board Subcommittees

- 11.1 Finance/Audit Committee (Standing Committee – Tanner and Hansford) – Nothing to report.
- 11.2 Comprehensive Facility Condition Assessment (Standing Committee – Werbel and Tanner) – Nothing to report.
- 11.3 Ice Rink Expansion Project (Ad Hoc Committee – Werbel) – Nothing to report.
- 11.4 Aquatic Center Operating Costs Assessment (Ad Hoc Committee – York and Kates) – Met and reviewed the Aquatic Center Report in detail.

Additional Matters of Interest to Board Members – GM Randall met with the Airport District regarding golf course irrigation. The Airport District board would be meeting to consider the issue on June 27th. He stated options for financing the golf course irrigation included a loan up to \$2M at 3.5% interest.

Adjournment – The meeting was adjourned at 8:22 P.M.

District Clerk

Chairman of the Board of Director

Secretary of the Board of Directors