

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

April 27, 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 6:00 P.M.

**Roll Call** –

**Directors Present:** Casey, York, Werbel, Tanner, Kates

**Directors Absent:** None

**Others Present:**

**Staff:** Steve Randall, General Manager; Dan O’Gorman, Recreation Superintendent; Brandon Perry, HR Manager/District Clerk; Jeremy Wright, IT Administrator; Teresa McNamara, Accounting Manager; Kyle Jost, Marketing Manager; Blanca Gonzalez, Administrative Assistant; Amanda Oberacker, Aquatics Program Coordinator; Zdenko Vokel, Park Supervisor

**Public:** Bruce Welton, Public; Brooks McMullin, Biking for a Better World; Caroline Ford, Tahoe-Truckee Future without Drug Dependence Coalition (TT-FWDD); Matt Freitas, Truckee River Watershed Council; Rolf Godon, Friends of the Veteran’s Hall

**Public Comment** – Caroline Ford, TT-FWDD, presented information to the board on cannabis workshops in the area and suggested the board attend. The next workshop will be May 11<sup>th</sup>, 6:00 P.M.-8:00 P.M., at the Truckee Town Hall.

**Old Business**

6.1 Discussion/possible action on Truckee Bike Park –

a) Review and approval of phase 5c of the Truckee Bike Park – Brooks McMullin, Biking for a Better World, requested approval from the board to complete phase 5c of the Truckee Bike Park. The project budget is \$29,450. The funding will come from Biking for a Better world, \$8,000, a private donor, \$14,000, and a fundraiser, \$7,500. Director Werbel motioned to approve phase 5c of the Truckee Bike Park contingent on the funding being received by the District from Biking for a Better World, private donor, and the fundraiser. Motion was seconded by Director Tanner. Motion was approved with three ayes (York, Werbel, Tanner) and one absent (Casey).

b) Request for funding from the District for phase 5d of the Truckee Bike Park – Brooks McMullin, Biking for a Better World, requested approval of the budget of \$15,000 and funding of \$10,000 from the District for phase 5d of the Truckee Bike Park. Funding will be coming from the fundraiser in the amount of \$5,000. Director Tanner motioned to approve the budget for phase 5d in the amount of \$15,000 and funding from the District in the amount of \$10,000 contingent on funding from the fundraiser. This amount is to come from the board special projects fund. Motion was seconded by Director Werbel. Motion was approved with three ayes (York, Werbel, Tanner) and one absent (Casey).

c) Consideration of entry sign design for the Truckee Bike Park – Brooks McMullin, Biking for a Better World, presented possible signs for the Truckee Bike Park entry. After deliberation, Director York requested that other possible signs be presented at the May, 2017 board meeting. No board action was taken.

Director Casey joined the meeting at 6:45 P.M.

6.2 Update/possible action on request for funding from the Truckee River Watershed Council – Matt Freitas, Truckee River Watershed Council, presented to the board information on the restoration project of the wetland habitat of the Brockway Road site. Truckee River Watershed Council is requesting the District become a financial partner and assist in funding \$10,000. Director York stated that it is important for the District to nurture partnerships yet at this time the District first needs to evaluate the damages done from this winter to District property before funding other projects. Director York requested this item be re-agendized for the May, 2017 board meeting. No board action was taken.

6.3 Discussion/possible action on Veteran’s Hall usage –

a) Update from Friends of the Veteran’s Hall – Rolf Godon, Friends of the Veteran’s Hall (FOV), reported that about 180 people attended the chamber mixer at the Veteran’s Hall on April 26, 2017. The proposal to designate the Veteran’s Hall building historic has been submitted to the National Historic Registry. Paperwork to make the American Legion full charter has been submitted and FOV did some clean-up around the building. The parking lot lighting was billed but not yet installed, and the Zirbel celebration of life ceremony was held at the Veteran’s Hall on April 15, 2017.

### **Marketing Report**

5.1 Review of District Marketing Report – Reviewed.

### **Interview for Vacant Board Seat**

- a) Interview – The Board received one application for the vacant board seat created when Director Murphy resigned. Daniel Kates was interviewed.
- b) Selection of candidate – Director York moved to appoint Daniel Kates to the Board, seconded by Director Werbel. Dan Kates was appointed to the Board with four ayes: Casey, aye; York, aye; Werbel, aye; Tanner, aye.

Director Kates joined the board after being sworn in at 7:25 P.M.

### **Old Business**

6.4 Discussion/action on the Truckee Aquatic Center project –

- a) Review of Aquatic Center Operating Costs – Reviewed.
- b) Report on status of construction project – Park Supervisor Vokel reported that the change rooms have been fixed and the current issue at this time are the boilers.

6.5 Discussion/possible action on the Comprehensive Facility Condition Assessment and Energy Audit – There was no board discussion or action.

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

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

### **New Business**

7.1 Review and acceptance of FY 2015-2016 and Preliminary 2016-2017 Special Tax Report – Director Tanner motioned to accept the FY 2015-2016 and Preliminary 2016-2017 Special Tax Report, seconded by Director Werbel. The FY 2015-2016 and Preliminary

2016-2017 Special Tax Report was accepted with five ayes (Casey, York, Tanner, Werbel, Kates).

7.2 Discussion/possible action of revision to policy #235, Employee Driver Acceptability – Director Casey motioned to approve the revisions deleting the provision of two years of driving experience to policy #235, Employee Driver Acceptability, seconded by Director Werbel. Motion was approved with five ayes (Casey, York, Tanner, Werbel, Kates).

### **Special Announcements**

None

### **Consent Calendar**

a) Approval of the minutes of the regular board meeting of March 23, 2017 – Director Casey motioned to approve the consent calendar as presented, seconded by Director Tanner. Motion was approved with five ayes (Casey, York, Tanner, Werbel, Kates).

### **Financial Report**

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

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

c) Review of District financial report – Reviewed.

### **Information Technology**

a) Review of District Information Technology Report – Reviewed.

### **Division Reports**

#### **12.1 General Manager**

a) Update on application to CARPD for best district and best new facility – General Manager stated the District was awarded the 2017 Award of Distinction Outstanding Large District. The award will be presented at the annual CARPD conference on May 20, 2017 in Santa Cruz.

b) Discussion on the 2017 District Board and Staff Retreat – Human Resources Manager/District Clerk Perry will organize a date with the board through Doodle. The tentative date for the retreat is June 2, 2017.

#### **12.2 Recreation Division**

a) Review of monthly division report – Reviewed.

#### **12.3 Park Division**

a) Review of monthly division report – Reviewed.

b) Review of spring projects – Reviewed.

### **Board Subcommittees**

#### **13.1 Finance/Audit Committee (Standing Committee – Tanner and Casey)** –

a) Appointment of board member to the Finance/Audit Committee – Director York appointed Director Tanner to the Finance/Audit Committee.

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

13.3 Ice Rink Expansion Project (Ad Hoc Committee – Werbel) – Director Werbel stated there will be a possible presentation for the May, 2017 board meeting with preliminary drawings.

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

**Additional Matters of Interest to Board Members**

None

**Closed Session (Government Code Section 54957)**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager

The board did not go into closed session. The evaluation was not performed.

**Adjournment** – The meeting was adjourned at 8:26 P.M.

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Administrative Assistant

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Chairman of the Board of Director

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Secretary of the Board of Directors