

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

May 25, 2017

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

Roll Call –

Directors Present: Werbel, Tanner, Kates

Directors Absent: Casey, York

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; John Shaffer, Park Superintendent

Public: Jeff Couwenhoven, Granite Peak and Barcelona NorCal; Pat Davison, Contractor Association of Truckee Tahoe; Ruth Hall, Friends of the Truckee Library; Larry Young, Friends of the Truckee Library; Louise Zabriskie, Friends of the Truckee Library; Jason Kuntz, Truckee Tribe Lacrosse League; Rebecca Anderson, Friends of the Truckee Library; Ursula Riina, Friends of the Truckee Library; Janet Philips, Tahoe Pyramid Bikeway; Jenny Fellows, Truckee-Tahoe Ice Rink Project; Jesse Boeri, Truckee-Tahoe Ice Rink Project; Michael de la Fontaine, Truckee-Tahoe Ice Rink Project; Eric Good, Truckee-Tahoe Ice Rink Project; Brooks McMullin, Biking for a Better World

Public Comment – Jason Kuntz, Truckee Tribe Lacrosse League, stated the league has grown by 30% in the last year and it is expected to continue growing. The league would like to continue to improve the lines of communication with the District and have better work arrangements.

Jeff Couwenhoven, Barcelona NorCal, stated the group would like to offer support to the District to continue the expansion and growth of field quality and field quantity. As a youth organization the group likes to limit the cost to make it more attractive and affordable to every member of the community with the help of the District.

Public Hearing – To hear public comment regarding the consideration of a resolution concerning an update of the District’s Park Impact Fee Nexus Study and Quimby Parkland Dedication Requirement and In-Lieu Fee Study and approval of revised park impact fees and Quimby in-lieu fees charged on new residential development pursuant to California Government Code Sections 66000 et al. and 66477 respectively– The hearing was opened at 6:14 P.M.

Pat Davison, CATT, stated there are no issues or concerns regarding the annual increase of the Impact fee and Quimby fee.

The hearing was closed at 6:16 P.M.

Discussion: General Manager Randall stated the fees, if approved, will go into effect October 1, 2017.

a) Adoption of Resolution #2017-261, a resolution approving Inflationary Adjusted Park Impact Fee and Quimby In-Lieu Fee – Director Tanner motioned to pass Resolution #2017-

261, a resolution approving Inflationary Adjusted Park Impact Fee and Quimby In-Lieu fee, seconded by Director Kates. The resolution was adopted with three ayes: Tanner, aye; Werbel, aye; and Kates, aye; and two absent: Casey and York.

Marketing Report

5.1 Review of District Marketing Report – Reviewed.

Presentation

- a) Friends of the Truckee Library – The Friends of the Truckee Library presented information about the location for a potential new library.
- b) The Ice Rink Committee – The Ice Rink Committee gave an update on the Ice Rink Expansion Project.

Old Business

8.1 Discussion/possible action on Truckee Bike Park –

a) Consideration of entry sign design for the Truckee Bike Park – Director Tanner stated the master plan on the back takes away from the signage and it would look more attractive without it. The board was in consensus. Director Tanner motioned to approve the sign presented for the Truckee Bike Park, with the deletion of the mapping in the background, seconded by Director Kates. Motion was approved with three ayes (Tanner, Werbel, Kates) and two absent (Casey and York).

8.3 Discussion/possible action on the Tahoe Pyramid Bikeway Hirschdale to Iceland Trail project –

b) Approval of grant contract for the Tahoe Pyramid Bikeway Hirschdale to Iceland Trail project – General Manager Randall stated the grant is administered by the State of California. It is a 2.1 million dollar grant and it will help fund the Hirschdale to Floriston phase and the Hirschdale to Iceland Trail phase. Director Tanner motioned to approve the grant contract with the State of California for the Tahoe Pyramid Bikeway, seconded by Director Kates. Motion was approved with three ayes (Tanner, Werbel, Kates) and two absent (Casey and York).

a) Approval of low bid and award of contract – General Manager Randall stated there were three bids submitted and the lowest bidder dropped out. The two remaining bids are from Richard May, \$578,800 and Larry Andresen, \$770,479. It is recommended the board accept the low bid for the project. Director Tanner motioned to approve the low bid of \$578,800 and award the contract to Richard May, seconded by Director Kates. Motion was approved with three ayes (Tanner, Werbel, Kates) and two absent (Casey and York).

New Business

7.1 Discussion/possible action regarding painting the exterior of the Community Arts Center – General Manager Randall stated the Community Art Center is in dire need of painting. District staff is asking the board to use money from the board special project fund to paint the building. The District has a preliminary bid of \$17,600 with the existing color scheme. The board should consider going out to bid for this project. Director Werbel stated he would like to see two bids, one for the current color scheme and one for a new color scheme. Director Werbel directed District staff to go out to bid with the existing building colors and a new color scheme. General Manager Randall recommended the board discuss this item at the Board/Staff retreat as part of the facilities assessment discussion. The board directed staff to proceed with obtaining two bids, one for the current color scheme and one for a new color scheme.

Old Business

8.2 Update/possible action on request for funding from the Truckee River Watershed Council – Died for lack of motion.

8.4 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

9.1 Discussion/possible action regarding revision of District Policy #233, Added Benefits for TDRPD Employees – Director Tanner motioned to approve revised District Policy #233, Added Benefits for TDRPD Employees, seconded by Director Kates. Motion was approved with three ayes (Tanner, Werbel, Kates) and two absent (Casey and York).

9.2 Discussion/possible action regarding Nevada County LAFCo Election and District ballot for LAFCo Alternate Special District Member – Died for lack of motion.

Special Announcements

Superintendent O’Gorman will be retiring in July, 2017.

Consent Calendar

a) Approval of the minutes of the regular board meeting of April 27, 2017 –

Director Kates motioned to approve the consent calendar as presented, seconded by Director Tanner. Motion was approved with three ayes (Tanner, Werbel, Kates) and two absent (Casey and York).

Financial Report

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

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

c) Review of District financial report – Reviewed.

Information Technology

a) Review of District Information Technology Report – Reviewed.

Division Reports

14.1 General Manager

a) Discussion on the 2017 District Board and Staff Retreat – The date for the retreat is June 2, 2017 and the location is 11735 Rocky Ridge Court, Truckee, CA.

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

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

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

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

15.4 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.

Adjournment – The meeting was adjourned at 8:19 P.M.

Administrative Assistant

Chairman of the Board of Director

Secretary of the Board of Directors