

Minutes of the

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

August 13, 2009

The meeting of the Board of Directors of the Truckee-Donner Recreation and Park District was called to order by Chairman Murphy at the Truckee-Donner Community Center, 10046 Church Street, at 6:00 P.M.

Roll Call –

Directors Present: John Pruyn, Peter Werbel, Kevin Murphy, Marshall Lewis, and Janet Brady (via teleconference).

Directors Absent: None.

Others Present: Steve Randall, General Manager; Sue Mitchell, District Clerk; Dan O’Gorman, Recreation Superintendent; Shaun Mitchell, Network Administrator; John Shaffer, Park Superintendent; Mark Brown, Town of Truckee; John and Kathie Lind, VenueTech; Dr. Thomas Acord and Chris Nelson, Truckee Tahoe Community Chorus; Dale Cox, Architect; Pete Bansen, Arts for the Schools, Elizabeth Archer, Inner Rhythms Dance Theatre, ACCTT; Rich Valentine, ACCTT; Lauren O’Brien, ACCTT, Streamline consulting.

Public Input – None.

Unfinished Business

4.3 Update on existing community center as a performing arts center – Rich Valentine and Lauren O’Brien, ACCTT, made a presentation to the Board, including a PowerPoint presentation “ACCTT Performing Arts Venue Research”.

They worked with John Lind, VenueTech, on the survey questions and they surveyed those that would use the Truckee facility. Everyone surveyed responded. The survey questions asked were:

- 1) Has your Board approved the responses?
- 2) Choose from 3 scenarios:
 - 1) Proscenium theater with full fly.
 - 2a) Smaller proscenium theater with no fly, raked seats.
 - 2b) Smaller proscenium theater, no fly, retractable seats.
 - 3) Hybrid black box, expanded production.

64% of the respondents wanted a proscenium theater and 36% wanted a black box. Of the proscenium votes, 89% preferred raked seating and 11% preferred retractable seating.

On-site scene space, rehearsal hall, post-event receptions, and on-site art galleries were chosen as favorable options.

There are key partners in the community that will contribute money.

The Board reviewed the survey results and listened to public comment.

A proscenium theatre will be more expensive to operate. We can mitigate that by raising money in an endowment and other methods. 250 seats may be logical because you may have royalty fees. A small theater also fits your needs.

John Lind stated he's been in the business 20 years and has never had a capital campaign for a theater fail.

The Board discussed the idea of proceeding with the concept of a proscenium theater. If the arts groups could not raise the funds, then the District could pull back and go with the black box. Rich Valentine, ACCTT, stated if you start to show people something and make a promise and then you pull out, you lose credibility. A consensus was not reached.

After discussion, Director Lewis made a motion to move forward with John Lind with VenueTech to develop an RFQ for a 250-300 seat proscenium theater and to develop an MOU with our arts community partners to phase our process, seconded by Director Werbel. Ayes: Pruyn, Werbel, Lewis. Noes: Murphy and Brady. Motion carried.

4.1 New Community Center update –

a) Update on construction – TRI-B provided a list of recommended change orders for expansion joints. Director Lewis moved to approve the negotiated price of \$44,724.47, seconded by Director Werbel. Motion passed with five ayes.

b) Grand opening celebration – Manager Randall stated when summer is over and it slows down, we will get into the planning detail.

c) Proposals for interior design – Manager Randall stated we sent out three requests and only one was received from Shelly McGinity, Kiski Design, for \$23,280. He explained to her that the Board was thinking more in the \$7,000 to \$8,000 range and she said she could do that. The other option is to go with the office furniture company that would not charge anything for design. Chairman Murphy moved to go forward with interior design services not to exceed \$7,500, seconded by Director Lewis. Motion passed with 5 Ayes.

d) Discussion regarding facility fees for the new center – This was agendaized to get initial input from the Board. Superintendent O'Gorman stated we are investigating what other gyms charge. We will keep rental rates in this building the same and the new building will probably be similar. If we charged for the running track and exercise equipment, the community would have a vested interest and the equipment would last longer. Chairman Murphy stated the Board already decided we want to start with no charge. This will be agendaized for further discussion.

4.2 Discussion of future phases of the new master plan – Chairman Murphy requested we agendaize a discussion of how much money will be reserved for the new performing arts facility.

New Business

5.1 Approval of preliminary budget for Fiscal Year 09/10 – Manager Randall reviewed the budget summary sheets and financial analysis provided in the Board packet. He stated the preliminary budget is \$8,100,000, the preliminary revenue is \$11,200,000, leaving a balance of \$3,200,000. We are not in any financial trouble, but we are spending more than we are taking in because of the debt service. Our original projections to pay that debt service included a higher tax base. \$1.6 Million of reserves

has to be retained for debt service. Manager Randall stated we provided a list of what other district's are doing for COLA's, salary increases, and bonus programs. Based on this information, he did not factor a COLA into the budget. He did factor in step increases, but maxed at one step for now. He suspended the bonus system for budgeting purposes. Directors Pruyn and Lewis were appointed to a budget subcommittee. Director Lewis moved to approve the preliminary budget in the amount of \$8,096,797, seconded by Director Werbel. Motion passed with five Ayes.

5.2 Designate Quimby and AB1600 fees collected to date be spent on the Community Recreation Center – Manager Randall stated mitigation fees collected need to be spent or designated to a project within five years. In order to use these funds for the community center project, the Board needs to approve the transfer of mitigation fees to the District Construction Fund Account. Director Werbel moved to designate Quimby and AB1600 fees collected to date be spent on the Community Recreation Center and be transferred to the District Construction Fund, seconded by Director Lewis. Motion passed with five Ayes.

5.3 Discussion regarding auditing firms and how often to switch – Manager Randall stated the last time we changed auditing firms was five years ago. Director Pruyn moved to solicit RFP's for auditing firms for the District, seconded by Chairman Murphy. Motion passed with five Ayes.

5.4 Discussion regarding waiting to send \$65,000 to the Town for the Legacy Trail until grant funds have been received from the state – Director Lewis moved to wait until the money comes to the District from the state before we authorize the transfer to the town, seconded by Director Werbel. District Clerk Mitchell read the previous minutes where the Board voted on this item. At the February 12, 2009 meeting, the Board voted to authorize the General Manager to release the funds at the point we have assurance they will be available from the state. At the June 11, 2009 meeting, the Board voted to authorize the transfer of the \$65,000 to the town for the Legacy Trail project and directed the General Manager to start the process with the state to get the funds. After discussion, the Board voted on the motion on the table. Ayes: Lewis. Noes: Pruyn, Werbel, Murphy, and Brady. Motion did not pass. The Board stands behind their June 11, 2009 approval to transfer the \$65,000 to the town for the Legacy Trail project.

5.5 Resolution #09-208 – A Resolution declaring the Activity Center as surplus property and authorizing the transfer of the building to the Family Resource Center of Truckee – Director Lewis moved to approve Resolution #09-208 for the transfer of the activity center as surplus property, seconded by Director Brady. The motion was amended to include "No warranty is implied or given, property is transferred as-is". Motion passed with five ayes and Resolution #09-208 was adopted with the noted change.

Special Announcements – Director Werbel announced he would not be at the next Board meeting.

Consent Calendar

7.1 Approval of the minutes of the Regular Board meeting of July 9, 2009.

7.2 Review the correspondence list for the month of July, 2009.

7.4 Review the monthly financial report for the month of July, 2009.

Director Lewis moved to approve the consent calendar, seconded by Director Pruyn. Motion passed with five Ayes. District Clerk Mitchell will correct Page 4 of the minutes, as requested by Mark Brown, where he stated "he has served on committees to make our town more accessible", he was referring to Irvine, CA.

Reports –

General Manager – Manager Randall reported:

- a) Update on Regional Park Dump site cleanup – The project is complete and waiting on regulatory approvals.
- b) Update on election of Alternate Special District member – Nevada LAFCo Ballot – Ed Beckenbach of North San Juan Fire Protection District was the successful candidate.
- c) Transfer to District of leased lands owned by Truckee Sanitary District – We have had preliminary discussions regarding TSD giving land to us, "as-is". Regional Park and 32 acres at River View Sports Park. The Board was in consensus to proceed with the concept.
- d) Update on Pool Feasibility Study and TAC meetings and recommendations – Superintendent O’Gorman stated we want to look at different components and look at some other facilities.
- e) Prop 1A – The cities and counties are going to form a JPA. They will sell bonds based on the money taken away from the state, which would allow us to get our money back early. The JPA will sell the bonds and the state would have to pay the money back with 6% interest. We could receive the money in December and the state would not take it from us until January. If we want to wait three years we could get 6% interest.

Recreation Division – Superintendent O’Gorman reported:

Ponderosa Golf Course was 400 rounds up in July and 600 year-to-date. West End Beach is pretty stable. As soon as school starts, we will begin working on the opening ceremony for the new community center.

We will have an employee party at West End Beach on Friday, August 21, 5 to 8 P.M. Board members are invited.

Park Division – Superintendent Shaffer reviewed his park report.

The California Air Resource Board created a new law regarding diesel emissions starting August 1. We sent in an application giving them our off-road equipment list. By 2013, all equipment over 25HP will have to be brought up to a different tier. We will have to retrofit some equipment.

- a) Update regarding the West End Beach Pavilion upgrade project – Nothing to report. Chairman Murphy stated the only sign you can see when heading to River View Sports Park is a little brown sign. He suggested moving the sign up to the street. People pass by the park and do a U-turn; it’s dangerous. Superintendent Shaffer will pursue it.

Board Subcommittees -

- 9.1 Performing Arts committee (Brady and Lewis) – Nothing to report.
- 9.2 West End Beach Pavilion upgrade project (Lewis and Pruyn) – Nothing to report.

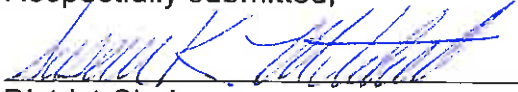
9.3 Approval of interior design consulting services for new community center (Brady and Murphy) – Committee is finished. Directors Werbel and Murphy will work with Manager Randall on the interior design.

9.4 Glenshire Bridge Park Project (Murphy and Pruyn) – Nothing to report.


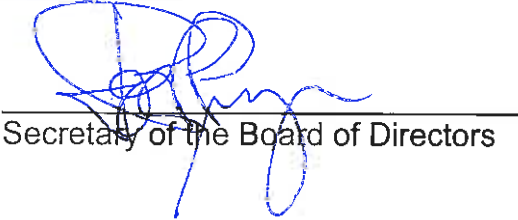
Additional Matters of Interest to Board Members – Director Werbel stated there is a meeting scheduled at the Town on August 26, 3:00 P.M, regarding bike lanes and parking issues at Donner Lake.

Adjournment – The meeting was adjourned at 10:15 P.M.

Respectfully submitted,



District Clerk


Chairman of the Board of Directors

Secretary of the Board of Directors