

Minutes of the

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

February 12, 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, Janet Brady

Directors Absent: None

Others Present: Steve Randall, General Manager; Sue Mitchell, District Clerk; Shaun Mitchell, Network Administrator; Dan O’Gorman, Recreation Superintendent; John Shaffer, Park Superintendent; Mark Brown, Town of Truckee; Duane Davidson, Tri-B; Devon Bradley, Jordan Jensen, Chistina Silva, and Robby Heck, Nevada County Public Health; David Yardas, Nancy Woolf, and John Svahn, Truckee Trails Foundation; Pat Davison, CATT; Ronda Brooks, Friends of Arena; Becky Bucar, Town of Truckee.

Public Input – None.

Unfinished Business –

4.1 New Community Center update –

b) Liquidated damages for Yubacon contract – Duane Davidson, Project Manager, stated there are costs related to the Yubacon contract. The District should come to some type of terms with Yubacon or assess liquidated damages as the contract calls for at \$500 per day. Tri-B recommends the second option which would allow the Board the flexibility of paying the fees listed in his memo. Yubacon’s probable response would be no, but contractually they would have to go to mediation. With mediation there would be some type of settlement, but the District could get most of the liquidated damages. The balance to be paid to Yubacon is \$141,203.56. We have not received an invoice from them or the close-out documents. The time period has expired for the contractor to make a claim against the District. They would have no recourse other than mediation. Director Werbel moved to authorize the assessment of liquidated damages in the amount of \$45,000, seconded by Director Lewis. Motion passed unanimously. Duane Davidson stated he would take care of all the paperwork. The remaining balance will be paid to Yubacon after we receive unconditional lien releases from the subs to make sure they are all paid. If Yubacon goes out of business, we would go after their bond company.

a) Update on construction – Manager Randall stated the project is on schedule. The contract calls for completion by the middle of December. The foreman says there is potential for November 1. Staff has been reviewing the plans to make sure we are getting what we want. The architect specified carpet as the flooring in the community rooms, preschool, and after-school rooms. Carpet does not work well for us. We would

like to put in the same flooring as the gym and running track. This kind of sports floor is used in lots of places and it is easier to maintain. Manager Randall passed around flooring samples. He stated Shaun Mitchell has been working on this with the contractor and the architect. The estimated cost is about \$20,000. Shaun Mitchell stated if we brought in a different type of material, we would be adding costs. It is the same floor as the gym but less padding. We could use different colors to make designs or shapes like a butterfly in the preschool room. Director Werbel moved we allow for a change order for the flooring in the new community center, not to exceed \$30,000, seconded by Director Pruyn. Motion passed unanimously.

4.2 Discussion of future phases of the master plan – No discussion.

4.3 Requested changes to the letter of intent for the indoor ice rink at the rodeo grounds – Manager Randall stated the Board previously approved the Letter of Intent. John Hugo requested some minor changes. The recommendation is to approve the changes as reviewed by District legal counsel. Director Brady moved to accept the requested changes to the letter of intent as approved by District legal counsel, seconded by Director Werbel. Motion passed unanimously.

General Manager

e) Request from CATT to agendize for future meeting a discussion regarding delaying the increase in mitigation fees (AB1600) scheduled for August 2009 and revisit any increase in early 2010 – Pat Davison, Executive Director of CATT, stated she appreciates this opportunity. She would like to have this agendized to talk about the economic picture and delaying the automatic increase. She really appreciated Directors Murphy and Pruyn meeting with her before she went to the Nevada County Board of Supervisors. We agreed to only ask for one step increase at the county level. This delay would make your schedule for an increase consistent with what we presented to the Nevada County Board of Supervisors. They approved only one increase and a revisit at the beginning of next year. We are asking the same for permits within the town. The Nexus study prepared for the District was looked at with a long term planning horizon before the economic slow down. The under-bid you got for the community center came in after that study was done. The nexus study was based on assumptions for part-time versus full-time residents. Manager Randall stated a condition of approval by the town was a survey to determine where the users are from. Pat Davison stated the user survey is an important piece of information that will be factored in when you do your next nexus study. The second scheduled increase is from \$.86 to \$1.41 per square foot. CATT is asking for a delay on that scheduled increase, to be reviewed next January or February. Manager Randall stated he does not think it is much of a financial impact at this point. This item will be agendized for discussion at the next Board meeting.

New Business

5.1 Request from Nevada County Tobacco Coalition (Truckee Youth Coalition) to designate Regional Park, River View Sports Park, and Meadow Park as curb-to-curb smoke-free areas – Devon Bradley, Health Educator with Nevada County Public Health, stated we are asking the Board to consider continuing with the theme of smoke-free parks. Manager Randall stated he has concerns making Regional Park a non-smoking

environment. We represent the entire community and smokers have rights too. Regional Park has a lot of activities. Devon Bradley stated another issue is the role model in the public parks, plus the fire potential. Board discussion:

- Look at designated smoking areas to give people a place to smoke.
- Smoking is an incredible habit for people to break and those people have rights too. Regional Park is a large park. We can't make people stand out on the road and smoke. Regional Park is a tough situation.
- As a Recreation and Park District, it is not our job to limit the use of facilities.
- Second hand smoke is more toxic than the smoke smokers breathe in. It is imperative for the District to provide a safe and healthy environment for everyone. We need to set the expectation that we are providing that safe and healthy environment.

The Board listened to statements from the teen advocates:

The teen advocates go to middle schools and high schools to educate about the health risks with tobacco, teen pregnancy, and other issues. Seeing butts on the ground or smelling second-hand smoke is a burden. Regional Park is used by the entire community where River View and Meadow Park are more based towards the youth. As far as Regional Park, it is not a bad idea to have a smoking area.

Director Brady moved to make all of our parks smoke free in their entirety, seconded by Director Lewis. Ayes: Lewis and Brady. Noes: Pruyn, Werbel, and Murphy. Motion did not pass.

Director Lewis moved to designate Meadow Park as non-smoking curb to curb, seconded by Director Werbel. Motion passed unanimously. Director Brady moved to designate River View Sports Park as smoke-free curb to curb, seconded by Director Lewis. Motion passed unanimously.

Director Brady moved we make Regional Park smoke free curb to curb. There was no second and the motion died.

Chairman Murphy stated he would like to table Regional Park and put it on the agenda next month, along with a discussion regarding the golf course.

5.2 Request from Truckee Trails Foundation for funds for the Brockway Road Trail – Regional Park to the Rock – David Yargas, John Svahn, and Nancy Woolf, Truckee Trails Foundation, addressed the Board:

The Truckee Trails Foundation is seeking cost sharing funds to leverage a matching challenge grant to move forward with plans for two sections of the trail. The town has developed an RFP for the preliminary design work and they have received 23 proposals. There is a lot of interest in the project. They are hoping to go to town council for approval in March or April. The goal is to get Phase 1 in place along Ponderosa Golf Course before the end of fall. The challenge grant is \$25,000 and they need to match that before they can receive the money. They have until April 1 to make that happen. The current gap is about \$19,000. This spring, the Truckee Trails Foundation is planning a community stakeholder tour to look at historic preservation issues, screening issues, and other issues. Director Pruyn moved to contribute \$10,000

to the Truckee Trails Foundation for this specific project, seconded by Director Lewis. Motion passed unanimously.

5.7 Request from Town of Truckee for District budgeted funds for the Legacy Trail – Manager Randall stated Nevada County awarded us a grant for \$65,000 from the 2002 Park Bond Act for the Legacy Trail. A year ago we asked the county to change the project to the community center. We already had two grants on the community center and that simplified the paperwork. The Board approved transferring the grant money to the community center project and we budgeted \$65,000 in separate funds for the Legacy Trail. About six weeks ago, the state froze all grant funds and at this time that \$65,000 is frozen. Becky Bucar, Town of Truckee, stated we went out for an RFP to do the environmental review of the trail. The funding will be used to fund that contract. We were hoping to award that contract by March 5.

Director Lewis moved to authorize the General Manager to release the funds at the point we have assurance they will be available from the state, seconded by Director Brady. Motion passed unanimously.

5.3 Request from Truckee Rotary Club for the Truckee-Donner Recreation and Park District to be the lead agency on construction of a Trailhead Community Park at the east end of East River Street, adjacent to the pedestrian bridge – This item was pulled from the agenda.

Unfinished Business

4.4 Update on existing community center as a performing arts center –

a) Preliminary agenda for public input workshop – Manager Randall stated he met with ACTT and this is the agenda we developed for the first public meeting on March 5. Director Brady requested we add set storage to Item II. Manager Randall stated the intent is to get input on lighting, sound, and various elements so we can put together an RFP. Directors Werbel and Lewis suggested we change the name to “Arts and Cultural Center”. Director Lewis stated there will be a second meeting to discuss program needs, timeframe, and how many days a month or week the various users need. The Board was in consensus with the agenda.

New Business –

5.4 Discussion and first reading of Amendment #5 to Ordinance #3 regarding overnight camping on Donner Lake piers. The recommended change makes it unlawful to camp overnight on District piers – Superintendent O’Gorman stated he receives calls all summer from people at Donner Lake complaining about public camping on public piers. He stated we are requesting to take this to the town to make this more enforceable. There have been people camping for a week at a time, setting up tents and using the bushes as a restroom. People renting a house across the street leave their tent or chair out all night to save the pier for a week or so. The police department will not enforce this unless it becomes a town ordinance. Mark Brown, Donner Lake resident, stated there are many times people will be staying in the cabins and their teenagers are set up on the piers with their sleeping bags.

Board discussion:

- The piers are an important part of the social environment in the community for our high school kids. It is a relatively safe place for them to hang out. To limit them to 11:00 is restrictive.
- If the kids are off the piers by 11:00, they are home by midnight. You have accommodated most of the kids.
- Adults who use the piers at night and are sitting having a good time and not bothering anyone shouldn't be told to leave by 11:00.
- The later people are on the piers, the more they drink. This is a public facility and the timeframe protects us.

Director Brady, as a resident of Donner Lake, stated we have had nine or ten complaints in the last couple summers. She is up late working a lot. There is not that much going on late at night. She goes for walks and doesn't see anything. Director Brady moved to table this to next month to think about it and gather more data. There was no second and the motion failed.

Director Werbel moved to approve Amendment #5 to Ordinance #3 as written, seconded by Director Pruyn. Ayes: Pruyn, Werbel, and Murphy. Noes: Lewis and Brady. Motion passed.

5.5 Review of District ability to pay debt service in future years – Manager Randall provided a spreadsheet in the Board packet showing the District's ability to pay debt service. He stated we have been experiencing a 12% to 20% property increase per year. He used 5% in the spreadsheet. By 2010/2011, we start to have a debt if we operate the same we are operating. We will have a \$7 Million balance from the community center and that money can be used to pay for debt service. He was very conservative on the revenue side and aggressive on the expense side. Manager Randall stated he brought this to the attention of staff to bring them an awareness that we want to be proactive and look for ways to save money.

5.6 Review of District budgeted projects for FY 08-09 – Manager Randall stated he met with staff and we looked at projects budgeted to see if we could delay some projects. He provided a list of project recommendations in the Board packet. The major project we are leaving in is the ballfield lights. We will get the best pricing on that project if we do it now. All of the projects were approved by the Board.

The Board reviewed and discussed the project list. Director Werbel moved to leave in the \$20,000 for the toddler playground at River View Sports Park and the \$20,000 for the pavilion upgrade, and the rest remains as is, seconded by Chairman Murphy. Motion passed unanimously.

Reports –

Park Division

a) Update regarding the West End Beach Pavilion upgrade project – Superintendent Shaffer stated the town approved the preliminary plans. They are contacting all the required agencies. Director Pruyn stated the funding for building this project is based on the lots we have to sell below the Vets Hall. The Board liked some aspects of the site plan; however, they would like to see the structures fit together better. Director

Werbel recommended staff contact the town for redevelopment funds that might be available. Director Brady stated ethnic groups in San Francisco could be a resource.

General Manager

b) Update on survey to determine residency status of facilities and program users – Manager Randall stated he met with Pat Davison with CATT. Susan Smith, Teen Coordinator, has been assigned the task of working on this. Shaun Mitchell has put residency selections in the registration software. Pat Davison stated she would like to observe once we get the survey together, this will be valuable information.

New Business –

5.8 Discussion of possible future uses of the Teen Center (Activity Center) once the new community center building is open – Manager Randall stated the teen center costs the District \$50,000 to \$60,000 per year. Originally kids came over from Sierra Mountain Middle School and it was used as a drop-in and teen center. Since the middle school closed, we are accommodating six to ten kids a day. The KidZone is very interested in that building. If the Board is in agreement, we could give the building to the KidZone. It would save the District a lot of money and provide a community resource for zero to five year olds. It would give the KidZone the ability to expand their facility. We will not eliminate teen programming. We will still have trips and programs. We would move the teen coordinator position into performing arts when we move to the community center. We do not offer anything for kids who want to perform in a play, and with budget problems, the school district may be cutting those types of programs. We could save money and strengthen a community resource.

The Board was in consensus to have the General Manager move forward with this.

5.9 Purchase of two park utility vehicles and one work vehicle for the golf course – Superintendent Shaffer stated utility vehicles are limited to the site. He would prefer something that can drive to facilities and be used out on the golf course. Lahontan uses little Toyota pickups for the summer. These would be more productive than utility vehicles. His recommendation is to buy two small pickups for around \$1500 a piece in addition to the Workman 4230 utility vehicle for \$18,230. Chairman Murphy moved to approve \$18,230 for the recommended utility vehicle, seconded by Director Werbel. Motion passed unanimously. The Board was in consensus with the purchase of two used mini-trucks in place of the second utility vehicle.

5.10 Discussion of options for the location of the corporation yard in the future – Manager Randall stated he has had preliminary discussions with the town regarding the potential of the town giving us their corp yard and in exchange we would give the land where our existing corp yard is to the library. The town corp yard is twice the size of our current corp yard. If the library builds a 10,000 square foot building on that land, it does not take up much space. Manager Randall stated he wants to know, in concept, if the Board wants him to pursue this.

Board discussion:

- That property could possibly be used for housing for employees to attract people who can stay and live here.

- The District should not make a commitment for that piece of property. If we use that land for the library, that reduces the opportunity for other recreation facilities in the future.
- The District should not build residential housing. We should pay our employees properly and let them get their own housing.
- The District would get a corp yard which is double the size and our corp yard site is a great location for a library.

Directors Werbel, Pruyn, Murphy, and Brady were in favor in continuing discussions on this concept; Director Lewis was not in favor.

Special Announcements – None.

Consent Calendar

7.1 Approval of the minutes of the Regular Board meeting of January 8, 2009.

7.2 Review the correspondence list for the month of January 2008.

7.3 Review the monthly financial report for the month of January 2008.

Director Brady moved to approve the consent calendar, seconded by Director Werbel. Motion passed unanimously.

Reports –

General Manager – Manager Randall reported:

- a) Update on Mitigation fees with Nevada and Placer Counties – Nevada County adopted the fees with a one year caveat. It goes before the Placer County Advisory Committee next week.
- c) Update on pool feasibility study consultant – The consultant provided his comments and is moving forward.
- d) CPRS Conference, Santa Clara, March 3 – 6, 2009 – Board members interested in attending the conference should let Manager Randall know.
- e) Rodeo – The Horsemen group is fractionalized and they will not be doing the rodeo this year, but the rodeo committee will be doing it.
- f) We did not have a Renaissance Faire this year. Manager Randall is working with them to try to bring it back. It is a great event for the community.

Recreation Division – Superintendent O’Gorman stated this month we are up a couple thousand in participation. We are working on the brochure. We are considering a “Name the new community center” contest in the brochure. Chairman Murphy requested this be agendized for next month.

Park Division – Superintendent Shaffer stated we are concentrating on inside work, floors and repairs. We cut up dead wood at the new community center.

Superintendent Shaffer stated the Forest Service owns the property on the other side of Glenshire Bridge that Chairman Murphy was interested in. They are very interested in talking to us about doing something out there. Chairman Murphy requested Superintendent Shaffer get a rough letter of intent from the Forest Service.

Board Subcommittees -

9.1 Performing Arts committee (Brady and Lewis) – Nothing new to report.

9.2 Committee to develop questions for on-line community surveys (Werbel and Murphy) – Pulled from the agenda.

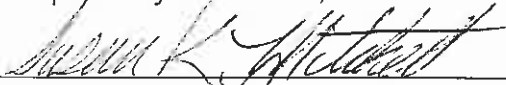
9.3 West End Beach Pavilion upgrade project (Lewis and Pruyn) – Previously reported.

Additional Matters of Interest to Board Members – Director Werbel stated at the redevelopment workshop at the town, he asked if our proposed project at this community center building might be suitable for redevelopment funds and the answer was yes.

Closed session (Government Code Section 54957.6) – Discussion of General Manager's yearly evaluation. The Board went into closed session at 9:25 P.M. and returned to open session at 9:35 P.M. Chairman Murphy reported no Board action was taken in closed session.

Adjournment – The meeting was adjourned at 9:36 P.M.

Respectfully submitted,



District Clerk



Chairman of the Board of Directors



Secretary of the Board of Directors