

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

August 24, 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 6:04 P.M.

Roll Call –

Directors Present: Werbel, Tanner, Kates, Hansford

Directors Absent: York

Others Present:

Staff: Steve Randall, General Manager; Brandon Perry, HR Manager/District Clerk; Teresa McNamara, Accounting Manager; Kyle Jost, Marketing Manager; John Shaffer, Park Superintendent; Sven Leff, Recreation Superintendent

Public: Rolf Godon, Friends of the Veterans Hall (FOV)

Public Comment – None.

Marketing Report

4. Review of District Marketing Report – Reviewed.

Old Business

5.1 Discussion/possible action on Veteran’s Hall usage. – Rolf Godon, FOV, updated the board on the status of the Veterans Hall condition and application for historical status. No action was taken.

5.2 Discussion/possible action regarding Comprehensive Facility Condition Assessment and Energy Audit – Park Superintendent Shaffer stated that the consultant working on Facility Dude integration was nearing completion and that the consultant would be attending next month’s board meeting and board tour.

5.3 Discussion/possible action on new lease rates for the Community Art Center – General Manager Randall recommended approving the proposed price per square foot increase for Community Art Center rental spaces by 5%. Director Tanner motioned to approve the proposed rate increase of 5% per square foot for the Community Art Center rental rate. Motion was seconded by Director Hansford. Motion was approved with four ayes (Werbel, Kates, Tanner, Hansford) and one absent (York).

5.4 Discussion/possible action on future District vehicle leasing program. – HR Manager/District Clerk Perry stated that the overall insurance rate would not see a significant increase and was tied directly to overall value of the leased vehicles as part of the District’s insurance coverage. Park Superintendent Shaffer stated that the lease period and turnaround is 5 years for replacement of all of the District’s 28 vehicles. He also stated that Enterprise Fleet Management would be taking care of the vehicle maintenance using local providers. Director Tanner motioned to approve the proposed vehicle leasing program with Enterprise Fleet Management as presented. Motion was seconded by Director Kates. Motion was approved with four ayes (Werbel, Kates, Tanner, Hansford) and one absent (York).

5.5 Discussion/possible action on Quimby Mitigation Fee program – General Manager Randall gave an overview of the AB1600 and Quimby Mitigation Fee programs. The AB1600 fees are based on new construction. These fees are paid for new development on a per square foot basis. This fee is currently \$1.80 per square foot for single family dwellings. Quimby fees are based on newly created parcels. When a lot is split the fee is paid on new lots. For example a 20 acre lot split into four 5 acre lots would lead to Quimby fees on the 3 newly created lots. The original lot would not have to pay Quimby fees again. The Quimby fees are to purchase land to build facilities, and the AB1600 fees are to construct facilities. New growth goes to pay for new parks and facilities development. The District's fees are approved at the Board level then the fees go to Nevada County and the Town of Truckee for approvals.

General Manager Randall went to the Town of Truckee for approval of the new AB1600 and Quimby fees already approved by the Board and Nevada County. The Town of Truckee approved the AB1600 fee increase of 3.47% and did not approve the Quimby fee increase of 11.99%. Town of Truckee asked the District to tie the Quimby fee increase to a land value assessment versus the recently proposed increase tied to the housing price index. The new AB1600 fee increase will become effective with a 60 day window, in this case to become effective September 26, 2017. Quimby fees become effective immediately upon approval by the Town of Truckee.

If the Board approves this plan at the September board meeting the proposal can be presented at the Town of Truckee council meeting October 10, 2017. Next year, spring of 2018, the new 5 year plan will be presented for Quimby and AB1600 fees. The recommendation is to complete the new fee analysis now to be presented to the Board in September and then to the Town of Truckee in October.

Director Werbel directed General Manager Randall to proceed with the land valuation approach.

New Business

6.1 Discussion/possible action on preliminary 2017-2018 District budget. – Director Kates motioned to approve the preliminary budget in the amount of \$8,989,310 as presented, seconded by Director Tanner. The motion passed with four ayes and one absent. Werbel, aye; Tanner, aye; Kates, aye; and Hansford, aye; absent: York.

7. Special Announcements

None.

8. Consent Calendar

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

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

9. 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 four ayes (Werbel, Tanner, Kates, Hansford) and one absent (York).

b) Review of District Financial Report – Reviewed.

c) Approval of District Miscellaneous Journal Entries – Director Tanner motioned to approve the District miscellaneous journal entries as presented, seconded by Director Hansford.

Motion was approved with four ayes (Werbel, Tanner, Kates, Hansford) and one absent (York).

d) Review of Community Swimming Pool Financial Report – Reviewed.

10. Information Technology

a) Review of District Information Technology Report – Reviewed.

Division Reports

11.1 General Manager

a) Update of the proposed ice rink expansion project – The project group continues to meet and prepare for planning submission to the Town of Truckee.

b) Update on FEMA projects – The District has completed FEMA projects except for the piers.

c) Update on proposed skate park project. – The group has a competition and event at the skate park the following weekend.

d) Update on Tahoe Pyramid Bikeway project – The project is progressing and is approximately 75% complete. The project is on schedule to be completed by October 5th with work completed by October 31st.

11.2 Recreation Division

a) Review of monthly division report – Reviewed.

11.3 Park Division

a) Review of monthly division report – Reviewed.

b) Update of summer facility projects – Reviewed.

c) Update on Community Arts Center painting project – Reviewed.

Board Subcommittees

12.1 Finance/Audit Committee (Standing Committee – Tanner and Hansford) – Nothing to report.

12.2 Comprehensive Facility Condition Assessment (Standing Committee – Werbel and Tanner) – Nothing to report.

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

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

Additional Matters of Interest to Board Members

Director Tanner stated that a soccer goal had been donated from Squaw Valley and was placed at Riverview Sports Park. Director Kates stated that the next swim team event was scheduled for August 22-24 at the aquatic center.

Adjournment – The meeting was adjourned at 7:59 P.M.

District Clerk

Chairman of the Board of Director

Secretary of the Board of Directors