

PARKS AND RECREATION COMMITTEE MEETING

APPROVED MINUTES

June 8, 2011

DIRECTORS PRESENT: Judy Friedman and Ron Treabess

STAFF PRESENT: Cindy Gustafson, Bob Bolton, Layne Van Noy, Roger Adamson, Kelli Twomey and Amy Norman

OTHERS PRESENT: No others were present

The June 8, 2011 meeting was called to order at 8:03 a.m.

1. FAIRWAY COMMUNITY CENTER (FCC) LEASE RENEWALS

Mr. Bolton is recommending that the Board of Directors approves a one year lease extension with Tahoe Faith Fellowship Church and Creekside Charter School for the FCC. Both leases expire June 30, 2011. Mr. Bolton met with both groups concerning a one year extension and received verbal agreement from both. The church would like to stay there as long as possible. The school is outgrowing the building and is looking for another spot but it's too late to move for the upcoming school year.

Director Treabess referred to wording in Section 2 stating 'Landlord will offer Tenant a right of first refusal for a new lease' and questioned how it was stated. Ms. Gustafson suggested that after 'objective and subjective' 'and in the best interest of the community' should be added because it would give the Board an out in case there was a bigger and better need for the center. The Committee supports this recommendation with that change.

2. PLACER COUNTY PARKS 2011/12 OPERATING AGREEMENT

Mr. Bolton discussed the possibility of the District taking over more maintenance services for Placer County including the Squaw Valley Park and Bike Trail, and the Customs House snow removal and grounds maintenance. The County also asked the District to take on the inside maintenance of several of their other buildings including the library and the Placer County offices but Mr. Bolton and Ms. Gustafson agreed that it would be too big of a burden for our staff and also could be demoralizing to our staff.

Squaw Valley would be a Phase 1 level of maintenance and TCPUD bid approximately \$27,500 to take it over from the County. Mr. Bolton and Mr. Adamson came up with these numbers but feel they can do it for even less. Ms. Gustafson commented that the County feels if the District takes this over it will somehow be closing the gap on the deficit for handling the maintenance at Commons Beach, Heritage Plaza and Lake Forest. The District will not be responsible for any

repairs or snow removal in the parking lot. The contract is for one year commencing on July 1, 2011 although it won't be approved by the County until their July 26 Board meeting so the County will continue to maintain the facilities until their Board approves the contract.

Discussion continued over all the exhibits:

- **Exhibit A - Scope of Services with the facilities listed in the contract**
- **Payment for services rendered broken down by the different facilities**
- **Exhibit A-1 – Maintenance Management Plans (MMPs) for all the County facilities the District maintains. TCPUD far exceeds what the County expects us to do and that is why what they are paying us doesn't nearly cover the costs. But with the Squaw Valley Park and Bike Trail staff will only be doing the maintenance that the County asks of them and they will be paying the District enough to cover the costs. Director Treabess is concerned that if the County doesn't keep up with the repairs at the Squaw Valley Park it could be a negative reflection for the District because customers have seen PUD staff out there doing maintenance. Ms. Gustafson responded that the District has to make it perfectly clear that we are doing exactly what the County has asked of TCPUD and we can't do more. The District should go to Squaw Valley MAC or try to get something in their newsletter or any of the HOA's newsletters. Ms. Gustafson would also like District staff to mark the hazards on the bike trail for liability reasons. Mr. Adamson replied that staff will be walking the trail 5 days a month from March to October doing inspections to report repairs to the County and mark hazards. Mr. Bolton pointed out it is just a one year contract. If it doesn't work out, the District can get out of it in one year.**
- **Exhibit A-2 – Site Maps – Concerning Lake Forest, the PUD is only responsible for the area from the Henrikson House to Bristlecone.**
- **Exhibit A-3 – General Description of Services for Doing Maintenance. It is details on things that TCPUD staff already does.**
- **Exhibit B – Payment for Services Rendered - In the event there is a significant change in the funding available for these maintenance services, the parties agree to review the Scope of Services to determine if adjustments should be made to allow for additional TOT funding to be allocated for these services. Director Treabess asked that 'TOT' be taken out and just list funding. The County has negotiated the following payments for services rendered.**
 - **\$27,450 for Squaw Valley Park & Bike Trail**
 - **\$20,000 for the Customs House Snow Removal**
 - **\$10,000 for The Customs House Grounds Maintenance**
 - **\$68,180 for Commons Beach Park, Heritage Plaza and Lake Forest Beach Park**
- **Exhibit C – Facilities, Equipment, and Other Materials, and Obligations of the County**
 - **Appoint a staff member to act as Project Manager**
 - **Maintenance Management Plans for all County park properties covered in this Agreement.**
 - **Site Plans (Maps) of County park properties covered in this Agreement.**

- County shall promptly review any and all documents and materials submitted by the TCPUD.
- Mr. Bolton wants to add that the PUD agrees only to the limits of the maintenance responsibilities specified in the A-2 MMP's. TCPUD is going to go directly by the MMP's.
- Exhibit D – General Provisions – Insurance, Indemnification, Other. Legal review from Mike Sexton was fine with the wording of the contract but his is concerned that the PUD is taking on that much liability compared to what the County is reimbursing the PUD.
- Schedule E – Confidential – TCPUD Federal Tax ID Number.

Mr. Bolton turned discussion to the maintenance cost spreadsheet. TCPUD created this pricing list for Commons Beach, Heritage Plaza and Lake Forest. It shows the annual cost for all the maintenance of these facilities and includes an annual depreciation fund. The District is currently maintaining these three areas at an annual cost of \$315,326. The next page shows what the County is providing the District which is \$67,505. The County stated because the PUD went in and did all these improvements to the areas, the County can't fund all that and it's up to TCPUD to keep up with the maintenance for those improvements. Ms. Gustafson will find out how much Squaw Valley pays in property taxes compared to Tahoe City. This could be a critical component in saying to the County that you should maintain the Tahoe City beaches 100%. But the County would probably come back to the District and ask that less maintenance be performed at these facilities which is not acceptable to the TCPUD.

Ms. Gustafson will bring up with Tom Miller of Placer County about the huge deficits for running Commons Beach, Lake Forest, and especially Heritage Plaza. Director Treabess thinks the contract looks great with those changes. Mr. Bolton will make the changes and bring the updated contract to the Board.

3. DEPARTMENT REPORTS

Mr. Bolton gave his report. The Rideout Community Center Kitchen remodel is still at DSA. It took a lot to get it there and it's a 6 to 8 week turnaround for their reviews. Melanie Jackson whose foundation is funding the project is still on board.

The dog park grand opening is next Thursday, June 16 before the car show. It starts at 5:00 pm and includes a dog parade.

The date of the Tahoe Forum is August 16 starting at 9:30 am.

Mr. Bolton is working on a last minute item with Obexer's on the issue the TRPA has with the storage container we bring in each year for the sailing program. Mr. Bolton is working to get this temporary structure permit in place with the TRPA.

Mr. Adamson has been diligent on the sidewalk repairs. They are about 80% complete and several property owners are still working on them. Those who haven't completed their sidewalk repairs are the Henrikson Building, Lake of the Sky, Gear and Grind, and Ed Frial's property. TCPUD put sidewalk repairs out to bid on our property and Placer County's. The one bid staff got back was way too high. Mr. Bolton is meeting with Matt Homolka to see how we can get more reasonable bids. This will make the District behind schedule because of the need to reject the one bid that was too high.

Director Friedman asked about the progress with the new bike trail maps. Mr. Bolton reported that the signs are being installed and the maps should be in house in the next two to three weeks. The goal is to have them out by the Fourth of July.

Mr. Adamson reported on Parks. The outfields are a little torn up and will be re-seeded as soon as the weather cooperates. TCPUD is purchasing a trailer to have a camp ground host. The contract with the host will help bring down the costs at the Lake Forest Boat Ramp because the host will be used for after hours calls.

The new kiosk has been installed.

Mr. Van Noy reported on Recreation. The shortfall in revenue announced at the last meeting of 23% has changed to an increase of 10 to 12% in the big three; sailing, swimming and Camp Skylandia. Sailing is down \$4,000, Swim Lessons are up around \$1,000, Swim Team is up \$3,000, and Camp Skylandia is up \$15,000.

Lacrosse was a huge success this spring with about 35 participants. There is also an interest in women's lacrosse. The program started with interest from the parents and contact from a great coach from Truckee. The program also received grant funds of \$1,200 for purchasing equipment that parents could rent for their kids.

Mr. Van Noy went on to highlight what the recreation department has done with their Facebook page and the Team Sidelines, both which are showing success.

4. PUBLIC FORUM

No one was present for this item.

5. ADJOURNMENT

The meeting adjourned at 10:05 a.m.

Amy Norman, Administrative Assistant

Prepared by Amy Norman