

PARKS AND RECREATION COMMITTEE MEETING
APPROVED MINUTES

September 10, 2013

DIRECTORS PRESENT: Ron Treabess

Judy Friedman

STAFF PRESENT: Cindy Gustafson, General Manager

Ramona Cruz, Director of Accounting & Employee Services /Treasurer

Bob Bolton, Director of Parks & Recreation

Shaun Chilkotowsky, Recreation Supervisor

OTHERS PRESENT: Kevin Murnane, Tahoe Cross Country

Myra Banuelos, Recreation Intern

Betsey Essepian, Recreation Intern

The meeting was called to order at 9:05 a.m.

**1. REVIEW AND DISCUSSION OF 2013/2014 WINTER SPORTS PARK DRAFT
OPERATING PLAN AND BUDGET**

A preliminary budget for Tahoe Cross Country, Duncan Golf Management, and TCPUD was presented. Mr. Bolton stated that the TCPUD labor in the budget was primarily for the custodial services at the facility. Director Friedman asked how TCPUD is paid when there are special events at the golf course since TCPUD currently does the custodial services for the building. Mr. Bolton stated that TCPUD is not paid for any extra services. Director Treabess asked that Mr. Bolton look into hiring an outside custodial service for the daily maintenance of the facility. In the meantime Director Friedman wants Duncan Golf to communicate with TCPUD when there are special events so the TCPUD Parks staff can plan for the extra staff hours it will take to maintain the facility.

2. HIGHLANDS COMMUNITY CENTER PROPOSED IMPROVEMENTS

Mr. Bolton stated that there are a few repairs that need to be made to the Tahoe XC building and patio. The repairs that need to be made are replacing the existing patio so it drains properly, replace two exterior doors so they do not leak and replacing one exterior window. Mr. Murnane stated that the patio was their number one priority since school children use the facility all winter and the patio becomes an ice rink and is extremely dangerous.

3. DEPARTMENT REPORTS

There was no discussion.

4. PUBLIC FORUM

There was no discussion.

5. FACILITY TOUR TO DETERMINE 2014 BUDGET PRIORITIES

- a. Highlands Community Center**
- b. NTHS Tennis Courts**
- c. Skylandia House and Park**
- d. Tahoe City Dog Park**
- e. Tahoe City Sidewalks**
- f. Kilner Park**
- g. Rideout Community Center**
- h. Truckee River Bike Trail**

The committee toured all but Rideout Community Center and Truckee River Bike Trail. After the tour it was decided that what the committee would really like to see is a Master Capital Improvement Plan for all TCPUD Facilities that the Parks and Recreation Department maintains. This will give the committee members an idea of where the focus needs to be.

6. ADJOURNMENT

The meeting was adjourned at 12:05 p.m.

Karen Couwenhoven, Department Secretary

Prepared by Karen Couwenhoven