

PARKS AND RECREATION COMMITTEE MEETING

APPROVED MINUTES

October 13, 2010

DIRECTORS PRESENT: Ron Treabess and Judy Friedman

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

OTHERS PRESENT: There were no others present at the meeting

The October 13, 2010 meeting was called to order at 3:06 p.m.

1. DRAFT 2011 PARKS AND RECREATION BUDGET REVIEW

Mr. Bolton began discussion on the draft 2011 Parks and Recreation budget. Mr. Bolton focused on the variances and the reasons for them. In Parks the projected Fees Revenue is down over \$80,000 from the budget. This is mainly due to the Campground and Boat Ramp. The Campground revenue is down \$10,000 from past years and the Boat Ramp is down \$85,000 from what was budgeted. This is due to several factors including launch numbers were down, pass sales were down, parking was limited at times, and the Tahoe Vista ramp was open for most of the summer.

Salaries for full time staff have increased but employee benefits have gone down. This is because deferred benefits used to be added in with the benefits line item but now they are being added in with salaries. Ms. Gustafson asked where the extra \$30,000 in Parks salaries is from. Mr. Bolton replied that it is for charges from the TCPUD mechanic, increased staff salaries, GIS staff and the engineering department when they assist Parks and charge it back to Parks and Recreation.

Director Treabess pointed out that there is only a \$31,000 increase in the entire budget and asked that just the major variances be discussed. Director Friedman asked why the consultant fees are going up to \$13,000. \$5,000 was added for Sidewalks and Amenities so staff could hire a consultant to help in this area. The sidewalks are 10 years old and in need of repair. Staff will begin the process next spring of notifying the property owners and the consultant will assist in coordinating this and in the enforcement of TCPUD ordinances.

Mr. Adamson discussed the breakdown of the dollars budgeted for projects for 2011. Director Treabess asked why the kiosk needed repairing if the PUD was purchasing a portable one. Ms. Gustafson responded that both kiosks are going to be used. Mr. Bolton pointed out that the utilities for Community Buildings is down because when the budget was done last year it was uncertain how much the utilities would cost at Rideout. \$60,000 was projected but it will actually be around \$40,000 so the budget for next year has been adjusted.

Mr. Van Noy reported on the Recreation budget. The budgeted Fees Revenue for 2010 was a little overly optimistic and lead to a shortfall of almost \$50,000. 25% of this was due to Aquatics because the pools cut back the hours so fewer sessions could be offered, 25% was Adult Sports, 25% was a decline in Kidz Club enrollment, and the last 25% was a decline in special interest classes.

Director Friedman asked about the work being done on the brochure and if the brochure was to actually end up costing the PUD some money to produce would there be room in the budget for this? Mr. Van Noy has drafted the request for proposals. Mr. Bolton could approach the Board if we receive a great proposal that may cost the District some money.

Ms. Gustafson brought up the fact that there is nothing budgeted for Community Promotion. Director Friedman agreed that there should be something here to show intent for community outreach. Director Friedman also brought up social media like Facebook and Twitter. This has been looked into and Mr. Van Noy will proceed with developing this further.

Small Equipment has increased so gymnastics and lacrosse can be added next year. Staff will also be purchasing a new bike or treadmill for the fitness room but will look to local clubs to reimburse this cost. Other Purchased Services is down because not as many registrations are being taken so the District is not paying as many instructors for their services.

Mr. Bolton updated the Committee about the kitchen at Rideout. Melanie Jackson has offered to fully fund a new kitchen. The two toured several kitchens at local schools to see what kind of equipment will be needed. The next step is to approach the school district with a plan and see what they expect from the PUD. A new kitchen that is up to code would be a great opportunity to be able to offer cooking classes and increase facility rentals at Rideout.

Mr. Dykstra left the meeting.

Discussion moved to the Five Year Capital Plan, both District funded and grant funded. These are items the staff would like to see done but some may get pushed out depending on the final budget.

Director Friedman and Ms. Gustafson left the meeting.

Director Treabess discussed the \$18,000 budgeted for a consultant to compile a long term plan to fix the boat ramp, but asked where the actual cost of fixing the ramp is in the capital budget. Mr. Bolton replied it is not in there because he has no idea of the cost. Once a cost is determined by a consultant it can put in the capital plan, probably to be completed in 2012. Director Treabess would like to see a line item in 2012 for this expense, even if the cost is unknown. The cost can be revised as staff receives more information. Mr. Bolton agreed that there should be a place holder put in. Staff should also look into funding from TOT because the boat ramp is used by visitors to

the area and the Water Conservation Board (WCB) because they would not like to see the ramp closed.

2. DEPARTMENT UPDATES

Mr. Bolton had one item to update the Committee on. The school district is continuing their conservation for power project where they have been changing out lighting at facilities to more efficient options. Mr. Bolton has been approached by TTUSD about the gym lights at Rideout. It will cost \$14,000 to replace all the lights and fixtures. This will result in a yearly savings of approximately \$2,400 plus Sierra Pacific Power will give back a rebate of \$6,000. After the rebate the PUD will be paying approximately \$8,100 which will be paid off in three years with the savings in power. Mr. Bolton would like to bring this to the consent calendar at the next Board meeting because the rebate program ends on December 1.

Director Treabess suggested approaching the school district about splitting the cost. If not, then see if the lease for Rideout can be extended another five years. Mr. Bolton will approach TTUSD and see if they will split the cost or extend the lease. Either way, Mr. Bolton would like to bring this item to the Board for approval at the next Board meeting. Director Treabess agreed.

3. PUBLIC FORUM

No one was present for this item.

4. ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Amy Norman, Administrative Assistant

Prepared by Amy Norman