



**MINUTES OF MEETING  
OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT  
RECREATION AND PARKS COMMISSION  
September 16, 2015 at 12:00 P.M.  
North Tahoe Public Utility District  
875 National Avenue  
Tahoe Vista, CA 96148**

**I. Call to Order**

Chairman Teran called the meeting to order at 12:12 p.m. Commissioners Teran, Pepin, Chorey and Alternate Commissioner Mourelatos were present comprising a quorum. Commissioner McDermott arrived later during the meeting, and Commissioner Righellis was not in attendance. Directors Daniels and Ferrell were present to represent the District Board's Recreation and Parks Committee.

District staff present included General Manager Whitelaw, Park and Facilities Manager Long, and Board Secretary Potts.

Prior to establishing a quorum, a discussion was held with attendees, Dan Daniels, Alex Mourelatos, and Nathan Chorey.

**II. Public Forum**

No public forum.

**III. Recreation and Parks Department Organization**

- a. Introduction of Park and Facilities Manager, Kathy Long**
- b. Introduction of new Commission Appointments**
- c. Discussion to fill Student Commission Appointments**

General Manager Whitelaw introduced Park and Facilities Manager Long and advised the Commission that she would be helping the District on an interim basis.

Newly appointed Commissioners Nathan Chorey and Alex Mourelatos introduced themselves advising of their interest in serving on the Commission. Commissioner Chorey stated that he lives on Pinedrop Avenue in Tahoe Vista, works as a project engineer for Auerbach Engineering, and serves on Placer County's Design Review Committee. Alternate Commissioner Mourelatos advised that he is a Tahoe Vista resident and has served on the North Tahoe Business Association Board for nine years.

The Commission requested that staff provide a copy of the District's advertisement for student Commissioners so that they could utilize it to help recruit for the two open, one-year positions.

**IV. Role of Commission in Strategic Planning Workshop**

General Manager Whitelaw advised that Tuesday, October 27<sup>th</sup> was the date set for an upcoming Strategic Planning Workshop being held by the Board of Directors. He stated that the workshop would be addressing the District as a whole, with Recreation and Parks being a major part of the discussion. He invited the commissioners to attend, and advised that input would be taken from the public present, including any commission members, after the Board's discussion which is being led by a meeting facilitator. In addition to strategic planning, the agenda for the workshop would include assessing the District's mission and vision statements, and core values. General Manager Whitelaw described the process for strategic planning which involves one on one interviews with each Board member by the facilitator, and a meeting with staff to determine their greatest challenges prior to the workshop.

#### **V. Monthly Commission Reports to the Board of Directors**

Commissioner Pepin stated that the purpose of providing a monthly report to the Board is to keep them informed of the Commission's activities. Commissioner Mourelatos advised that the report is also a way of building a relationship with the Board. Additionally, Commissioner McDermott added that providing video to the public of the Board and Commission meetings is important to build public trust. Interim Park and Facilities Manager Long offered to help develop the monthly reports provided to the Board by the Commissioners.

#### **VI. Adventure Course Update and Disc Golf Hole Relocation(s)**

General Manager Whitelaw stated that according to recent conversations with the concessionaire, there will be no impact on disc golf. He advised the Commission that the District is close to finalizing the agreement for approval by the Board. General Manager Whitelaw also advised that the US Forest Service and California Tahoe Conservancy are effecting a trade of the land surrounding the Regional Park, and will work with us to expand the park which would allow for additional amenities, such as additional disc golf holes and construction of a second phase of the adventure course.

#### **VII. Updates on Restroom, Signage and Dog Park Projects**

Interim Park and Facilities Manager Long discussed the grant for signage from the North Lake Tahoe Resort Association. The signage is intended to provide information about the location of specific amenities in the regional park. She also advised of the funds from Placer County to be utilized for updating the restroom and making it ADA compliant. The fencing for the dog park is scheduled for completion on October 15<sup>th</sup> with the ribbon cutting scheduled for Sunday, October 18<sup>th</sup>.

#### **VIII. Status Report on Park Maintenance Building**

General Manager Whitelaw stated that the Park Maintenance Building had gone out to bid two times without award due to the cost of the bids received. He advised that a short term solution for storage at the animal control building owned by Placer County is being discussed. The District is looking at putting the project out to bid in the future one additional time in order to obtain a more favorable price for the project.

#### **IX. Update on Grants and Lobbying**

General Manager Whitelaw advised that the Board had engaged the services of a lobbyist for a six month term. He advised that he has worked with Houston and Associates, and is hopeful that revenue can be generated. Park and Facilities Manager advised that two of our most recent projects had been completed through

grant funds with the grants being written by Recreation and Parks Commissioners. A discussion was held about re-engaging the master planning process in association with having projects ready in order to obtain available grant funding resources.

**X. Winter Programs**

Interim Park and Facilities Manager Long provided information regarding the current contracts for the winter season in the regional park for snow play, cross country skiing, snow shoe tours, snowmobiling, etc. Commissioner Mourelatos discussed incorporating the winter programs with local lodging, and with the local lodging providers offering transportation to the park. He also discussed reaching out to large conference groups for the Event Center with lodging providers combining their resources. He further discussed the need for improved communication and recommended that the District engage in a robust public outreach with the community, noting that when reaching customers with pertinent outreach at the point of consumption (i.e. at the entrance to the park) will provide increased usage of the facilities. He stated that the increased knowledge of the resources available will increase usage. Commissioner Pepin also stated that requesting facility users' email addresses could help to create a database of interested parties for outreach.

**XI. Adjournment**

There being no further business to come before the Commission, the meeting was adjourned at 1:45 p.m.