



**AGENDA AND MEETING NOTICE
OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT
RECREATION AND PARKS COMMISSION
Wednesday, January 28, 2015 at 7:00 P.M.
North Tahoe Event Center
8318 North Lake Boulevard
Kings Beach, CA 96143**

I. Call to Order

II. Public Forum – *Any person wishing to address the Recreation and Parks Commission on items of interest to the committee not listed on the agenda may do so at this time.*

III. Approve minutes from Regular Meeting held on December 3, 2014

Call to Order

Chairman Teran called the meeting to order at 7:30 p.m. Commissioners Teran, Righellis, and McDermott were present comprising a quorum. Commissioner Pepin and Alternate Commissioner Berger were not in attendance. Directors Daniels and Bergmann were present to represent the District Board's Recreation and Parks Committee.

District staff present included Park and Facilities Manager Towner, Chief Financial Officer Marple and Board Secretary Potts.

Public Forum

Placer County Detective Sergeant David Hunt was present to request the Commission consider naming a field in the North Tahoe Regional Park after fallen Placer County Detective Michael Davis Jr. Detective Hunt provided a biography of Mr. Davis which included work with the North Tahoe Public Utility District and volunteering for North Tahoe Fire before going to work as a police officer and deputy sheriff for Placer County. The Placer County Deputy Sheriff's Association will work out an agreement for a scoreboard for the field, offer maintenance assistance with the field, and host an annual tournament in honor of Officer Davis.

The Commission discussed the request and were supportive, requesting staff bring this to the Board of Directors with their recommendation.

No other public members were present to address the Commission on items not on the agenda, and Public Forum was closed.

Approve minutes from Recreation and Parks Commission Meeting held on October 22, 2014

Motion was made by Chairman Teran to approve the minutes of May 28, 2014. Upon second by Commissioner Mattson, the motion carried unanimously (4-0).

Budget Overview by District Chief Financial Officer Marple

CFO Marple presented a budget overview of the Recreation and Parks Department discussing recent challenges. A copy of the report is attached to and made a part of these minutes. No action was taken.

Kings Beach After 8 Events in the North Tahoe Event Center

Park and Facilities Manager presented information and sponsorship documents to the Commission regarding a music series being presented at the Event Center. The first concert and event will take place on December 27th with several more concerts scheduled through the winter on Friday and Saturday nights. Sponsorships will help offset the startup costs for the events. A volunteer group is helping to plan and volunteer time for the events.

Park and Facilities Update

Park and Facilities Manager Towner presented her report brought to the Board in November. She noted that with the timing of the Commission meetings in the future, the report given to the Board on the second Tuesday of any month will be presented to the Commission at its meeting scheduled for the following week.

Recent activities of the department were discussed. Transfer of the Firestone property to Placer County was discussed advising that the Board had fought to add including a public process for working with the community before any facility is placed on the property beyond the bike trail. Board member Sue Daniels stated that she was grateful for the public input at the District's Board meetings during the process.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 9:05 p.m.

IV. Community Garden Coordination

Flori Curran has stepped up and offered to coordinate activities at the Community Garden in the North Tahoe Regional Park. This offer is a first step at getting more of the public involved in gardening in the park. Ms Curran will be at the meeting for introduction and for orientation to the Recreation Commission. She will bring an idea outline and be ready for input from the Commissioners.

V. The Brown Act

As a public board appointed by the North Tahoe Public Utility District Board of Directors, the Recreation Commission is governed by the Brown Act. This will be a

cursory introduction to the Brown Act. See attached “A Pocket Guide to Open Meeting Laws in California – The Brown Act”.

VI. Firestone Property Update

The following, is an excerpt from the Board Report regarding the Firestone Property presented at the NTPUD Board of Directors Meeting January 13th, 2015.

FROM: Office of the General Manager

SUBJECT: Update on Firestone Property and Adoption of Resolution 2015-02

RECOMMENDATION: Adopt Resolution 2015-02 which will implement the first step of the staff agreed action to:

1. Confirm the offer of easements to Placer County and authorize the President of the Board to sign the easements.
2. Direct District staff to, jointly with Placer County, submit the easements offered to Placer County to the California Tahoe Conservancy for approval.
3. Approve a budget adjustment of \$20,000 (Contractual Services) and authorize the Interim General Manager to enter into a professional services agreement with a surveyor for utility easement location, surveying, and description services which will be required for the future property transfer.

DISCUSSION:

The District acquired the 85 acre Firestone Property on July 3, 1990 using funds from a California Tahoe Conservancy grant to facilitate construction of a bike trail. Placer County has obtained financing to complete a 2.2 mile segment of the bike trail and initially requested two easements across the Firestone Property for trail purposes and provided easement descriptions prepared by the County Surveyor. The District agreed to provide these easements.

Subsequently, discussions were held whereby the District would transfer the entire Firestone Property to Placer County and Placer County would assume all District obligations regarding operation and maintenance of the trail between the top of Dollar Hill and the North Tahoe Regional Park.

As part of the transfer it is essential that the District reserve easements for existing and future utility facilities, including access, on the Firestone Property. These are essential to District activities because existing and future facilities are needed to serve water to existing District customers. These easements must be detailed in the transfer deed. Winter weather now prevents the location and surveying which will be required to properly describe these easements.

Discussions with Placer County have resulted in a staff recommended solution to the winter weather problem which will meet Placer County's bike trail needs while also meeting the District's needs for utility easements. The solution is as follows:

1. Placer County will accept the two easements it previously requested to facilitate bike trail activities.

2. The property transfer will be deferred until the spring 2015 to allow proper utility easement location, surveying and description.

As provided in the California Tahoe Conservancy Grant Agreement with the District these actions will require approval by the California Tahoe Conservancy Board.

Placer County Action: In furtherance of the staff agreed upon action the Placer County Board of Supervisors adopted a Resolution accepting the two bike trail easements at its meeting held January 6, 2015. A copy of the Placer County Staff Report is attached.

VII. Summer Concert Series Wrap Up

The following Excerpt was taken from the October NTPUD Board of Directors meeting. The information this report is based on was generated at the Recreation Commission Meeting on July 31 2014.

• Concert Series

After final payment was received, the NTPUD netted \$5,789. Staff expenses, damage to the fields, and any other district expenses have been considered. At the debrief meeting with the concert promoter, it was agreed by all parties that the NTPUD should charge a flat fee for use of the park.

Staff recommendations:

- Charge a flat fee.
- Keep all of the parking revenue.
- Require a smaller stage. The stage at the first two concerts was 20' taller and 20' wider than the 3rd concert. There was only one noise complaint for the third concert.
- Generate a more rigid use contract.
 - larger deposit to cover potential damage
 - more direct language on the public outreach expected
 - more control over permit regulations
 - example- a deposit for sound traffic control, etc.
 - exact more control over site specifics
(More contract details will be added at the time of a large booking)
- Vet the music genre through the Recreation and Parks Commission.
- Send out two direct mail pieces as that was the most effective form of local advertising for our constituents.
- Hold a public meeting prior to the concerts about the concerts to vet concerns prior to any large events at the park.

The actual number for the net of the concert series was right around \$12,000. Dog Day was able to net approximately \$8000. The combined net is +-\$20,000 to the district, as Dog Day will be donating cash, resources and materials for the building of the dog park.

VIII. Placer County Animal Shelter Community Concerns

This item has been placed on the agenda at the recommendation of NTPUD Board President Lewis.

There is a move afoot to move the animal shelter out of the Tahoe Basin up to Truckee. Linda Slack-Cruz will present a letter and a memo regarding such a move.

A recommendation by the Recreation Commission will be taken to the NTPUD Board meeting in February.

IX. Kings Beach After 8 Update

An updated report on the sponsorship numbers, attendance and all revenues and expenses will be available at the meeting.

X. Park and Facilities Update

The following is the Park and Facilities report from the January 13th NTPUD Board packet.

FROM: Park and Facilities Department

SUBJECT: Monthly Report and Update

DISCUSSION:

With a mild winter developing, the Parks and Facilities Staff are continuing with general park and trail clean up continues. The crew continues to accomplish great things. In addition to the park repairs, the crew is currently painting trim, walls and staining doors in the Event Center.

November and December is when the lion's share of subsidized building rent grants are awarded by the Board of Directors. The following is an overview of these events and the costs saved by the organizations who are awarded these grants.

Building rentals and pro rata for the Event Center were steady. Some building use grants are for two or three hours, where others can be several days.

Christmas Tree Lighting \$1,250 This collaborative event brings the community out in force for celebration. This event lasted four hours and required that the carpets be cleaned the following day. In addition to the room rent, the NTPUD paid \$1,400 to rent a lift large enough to have the lights installed on the tree. In order to remove the lights, it would cost an additional \$1,400 plus man power to have them removed. Installation of the lights was donated by a local company.

The Community Thanksgiving brings in food the two weeks prior to the feast. They have access to the kitchen facilities the entire two weeks prior to their meal. They use the large rooms, (the Timberline Suite) for the meal, and the Lobby to usher folks in. The NTPUD gift of the space was: \$2,195. This price does not reflect the overnight storage necessary to make the gratis rental a reality for the client.

Santa Claus Paws is a fundraiser for the Dog Park. This was pictures of dogs and people with Santa Claus. 5 hours: \$292

The Community Coat Drive took a suite of rooms for the week prior to the distribution as there is a collection area and a place for the sorting of goods to be distributed. The collection of the goods to be distributed is ongoing throughout the month, but culminates in a four day push to get the free items cataloged. The NTPUD gift of space was \$6,111. This cost does not reflect the overnight storage necessary to make the gratis rental a reality for the client.

The Toys for Tots Program was granted gratis rental by the Board, and reserved one large room for their distribution. Due to a client rental of the Lakeview Suite for a wedding and the Community Coat Drive, a locked space was initially unavailable. Staff offered a viable alternative within the NTEC, but the Toys for Tots representative chose to move the event to the multi-purpose room at the Boys and Girls Club. Last year, the cost was \$3,427 which did not reflect the overnight storage necessary to make the gratis rental a reality for the client.

STAFFING:

The first team meeting was held regarding a departmental reorganization. There was no push back from staff regarding such. They seem to be looking forward to the reorganization process.

PROJECTS UNDERWAY:

- **North Tahoe Event Center**
Painting of the interior is currently underway as an in house task.
- **Tahoe Vista Recreation Area**
The restrooms are currently open to accommodate visitors. New Way-finding Signs are being installed at TVRA, this project should be completed by the end of May.
- **North Tahoe Regional Park**
Sprucing up the Scout Camp area, and working on tree trimming and trail maintenance in anticipation of snow.
- **Kings Beach After Eight**
See the updated sponsorship packet, and slate of events scheduled throughout the winter. The attendance is picking up as is interest in this project. Many lessons are being learned, and this is turning out to be an enjoyable event for the community.
- **Dog Park**
Currently in design phase: Permitting for the Dog Park should follow the permit for the Park Maintenance Facility. Completion Target: Summer 2016
- **Recreation and Parks Commission**
The Recreation and Parks Commission meets again January 21 at 7:00 p.m.

o **Volunteers**

December saw the largest number of volunteers helping with projects for the Parks and Facilities Department since Aug of 2013, with 172 hours.

o **Parking**

Revenues and Expenses are as of January 7th. Staff who worked in December were paid in January, therefore the expenses look skewed. There was only one weekend worked in January. Expenses for parking collection are approximately \$1200 per month with weekends and holidays staffed. Expenses are more when staff works weekdays as well.

Revenues:	December	January
	\$4,435	\$292
Expenses:	\$333.50	\$877.50

XI. Future Agenda Items

This is an opportunity for the Recreation Commission to help set future agendas.

XII. Adjournment