

**MINUTES OF THE  
NORTH TAHOE PUBLIC UTILITY DISTRICT  
RECREATION AND PARKS COMMISSION  
North Tahoe Event Center  
8318 North Lake Boulevard, Kings Beach, CA  
January 28, 2009**

**A. CALL TO ORDER - ESTABLISH QUORUM**

Commissioner Gaines called the meeting to order at 5:37 PM. Present were Commissioners Gaines, Carter, Hartsfield, Lua, and McDermott. A quorum was established.

Also present were Parks and Facilities Manager Long, Clerk of the Board and Executive Assistant Lefrancois, Directors Bergmann and Daniels, and Judy Friedman, Recording Secretary.

**B. APPROVE MINUTES OF DECEMBER 3, 2008 MEETING**

**It was moved by Commissioner Hartsfield and seconded by Commissioner Carter to approve the minutes as presented. Motion carried with abstention from Commissioner Gaines.**

**C. AGENDA APPROVAL**

**It was moved by Commissioner Gaines and seconded by Commissioner Carter to add "Election of Officers" to New Business. Motion carried unanimously.**

**It was moved by Commissioner Hartsfield and seconded by Commissioner Carter to approve the agenda as amended. Motion carried unanimously.**

**D. PUBLIC FORUM**

Parks and Facilities Manager Long welcomed Lily McDermott as the Youth Commissioner.

**E. OLD BUSINESS**

**1. Update from District Staff (Commission Questions of Report)**

PFM Long reviewed her report, which was included in the Commissioner's packets. She explained the Community Facilities District (CFD) information as a potential funding mechanism for maintenance in the District. The Commission considered the rate structure and business plan for the Event Center that was approved at the last Board meeting and discussed the changes in catering requirements. PFM Long pointed out the photography exhibit and paint job in the lobby and other improvements to the Event Center.

Director Bergmann asked about the new software. PFM Long stated that a decision has just been made, which will be brought to the Board at the February meeting. It is a package that the Tahoe City PUD uses with good results. Executive Assistant Lefrancois described the training that comes with the software.

There was a brief discussion regarding enforcement options to keep snowmobiles off of the groomed trails.

PFM Long reported a rental agreement has been signed with North Tahoe Business Association (NTBA) for use of two offices in the Event Center.

**2. Friends of the Park Fund**

**a. Current Projects**

Director Daniels reported on the North Tahoe Resort Association Infrastructure and Transportation Committee meeting she attended. There are NTPUD projects that had been submitted for funding, such as soccer, snowboarding, and playground equipment, but not followed up on. At the meeting, it was noted

that many projects require a maintenance endowment. Discussion followed regarding the projects submitted, possible funding sources, and what new projects may be appropriate for consideration by the Committee.

EA Lefrancois noted the need to get Friends of the Park brochures into the public's hands. Discussion followed.

### **3. Pancake Breakfast Update**

#### **a. Volunteer to follow up with Donor Requests**

#### **b. Volunteer to send letters for Community Expo**

EA Lefrancois reported that Donor Request letters have been sent to past donors. Follow up calls need to be made mid-February and the Community Expo letters need to go out. She is looking for volunteers to help with both of these projects. Commissioner Lua offered some time. The details of the Expo and possible sponsorships were discussed.

### **4. Playground Campaign Update**

#### **a. Press Releases and Community Outreach**

Commissioner Carter reported that a grant application has been submitted to the Tahoe Mountain Resorts Foundation. She and Suzy Shoberg are working on information on the playground to be included in the District newsletter and a presentation for Rotary. Commissioner Hartsfield believes that Tahoe City Rotary will make a contribution, but would like to see more of the community involved in the project. Discussion followed regarding strategies for getting the community involved and public events such as a groundbreaking and ribbon cutting. EA Lefrancois will use the copy supplied by Commissioner Carter to develop press releases and distribute them. Discussion continued regarding the need for District seed monies and strategies for moving the project forward.

**It was moved by Commissioner Hartsfield and seconded by Commissioner Carter to proceed with the playground proposal. Further, request that the NTPUD Board of Directors pass a resolution in support of the project and authorize a minimum of \$10,000 seed money for the project. Motion carried unanimously.**

Commissioner Carter recommended that a raffle be done at the Pancake Breakfast as a fundraiser for the project. Discussion followed regarding appropriate collateral material to have at the Expo to support the project and logistics of the raffle. There was consensus that the raffle drawing be done at "Caliente" during their post-parade party.

#### **b. Goal Thermometer – Is there a way to do this electronically**

#### **c. Float for the Snowfest Parade**

EA Lefrancois described the parade float that staff is considering. Using some of the old playground equipment, the float will promote awareness of the new playground. There was some brainstorming on what the best "tag line" would be and it was agreed that the discussion would be continued via email. Director Bergmann and EA Lefrancois will get the banners produced.

## **F. NEW BUSINESS**

### **1. Election of Officers**

**It was moved by Commissioner Hartsfield and seconded by Commissioner Carter to appoint Commissioner Gaines as Chair. Motion carried unanimously.**

**It was moved by Commissioner Carter and seconded by Commissioner Gaines to appoint Commissioner Hartsfield as Vice-Chair. Motion carried unanimously.**

### **2. Planning for Community Facilities District Campaign**

PFM Long referred to her written report regarding solicitation of consultants to work on the Community

Facilities District campaign as a means of funding maintenance for District parks and facilities.

### **3. Work Plan for 2009**

PFM Long stated that the Commission had expressed an interest in setting goals for next year. Included in the packets is a list of projects identified in the Master Plan. PFM Long asked the Commissioners to review the list and consider their areas of interest. Using this information, a work plan for 2009 will be developed.

There was a discussion about kayak racks and how they could be funded and managed.

## **G. REPORTS**

### **A. Questions and Answer**

## **H. COMMISSION ITEMS**

## **I. ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 7:35 PM. The next meeting of the Recreation and Parks Commission will be held on Wednesday, February 25, 2009 at 5:30 PM.

Respectfully submitted,  
Judy Friedman, Recording Secretary  
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS