

COUNTY OF EL DORADO
Chief Administrative Office
INTEROFFICE MEMORANDUM

DATE: November 13, 2013

TO: Board of Supervisors

FROM: Vickie Sanders,
Parks Manager

SUBJECT: Update on Parks and Trails Advisory Commissions and Committees

The El Dorado County, Board of Supervisors has approved over the years, the formation of advisory commissions and/or committees in an effort to recognize and develop areas within the county that required review and recommendation from the community.

Currently the Parks Division of the Chief Administrative Office provides staff support for four committees/commission. They are identified below with the reporting structure:

1. Parks and Recreation Commission – reports to the Board of Supervisors
2. Trails Advisory Committee – reports to the Parks and Recreation Commission
3. Sacramento-Placerville Transportation Corridor Oversight Committee – reports to the Trails Advisory Committee
4. River Management Advisory Committee – reports to the Planning Commission

Parks and Recreation Commission (PRC) - The El Dorado County Ordinance Code, Chapter 2.33 of Title 2, established a Parks and Recreation Commission for the purpose of overseeing the development and maintenance of recreation opportunities within the county. The Commission consists of five (5) members appointed by the BOS, one for each supervisorial district. The term of each member is four (4) years and all members are appointed by the full board. The Parks and Recreation Commission's role is to review and provide recommendation to the BOS on policies, finance, development and maintenance of parks facilities. Meetings are held on the third Thursday of each month in the BOS meeting room.

Trails Advisory Committee (TAC) - Resolution 302-89, approved by the BOS on October 3, 1989, established the Hiking, Biking & Equestrian Trails Committee as a permanent advisory committee to the Parks and Recreation Commission and abbreviated the Committee name to Trails Advisory Committee. This resolution was subsequently amended with Resolution 58-96 to reduce the number of members from eleven (11) to seven (7). The term of each member is four (4) years and all members are appointed by the full board. This Committee's role is to advise the Parks and Recreation Commission on ordinances or regulations regarding activities specific to the use of trails and bikeways within the county. The Committee meets the second Monday of each month in the BOS meeting room.

Sacramento-Placerville Transportation Corridor Oversight Committee (SPTC) – The BOS approved agenda item 11-0953 on August 16, 2011 to create the SPTC Oversight Committee comprised of three (3) representatives from Trails Advisory Committee, two (2) representatives from the railroad and two (2) property owners to provide an oversight role for the SPTC Corridor within the county. There were no term limits set when this Committee was formed and all members are appointed by the full board. The Committee meets the second Monday of each month in the BOS meeting room.

River Management Advisory Committee (RMAC) – When the BOS adopted an updated River Management Plan in 2001, the Plan called for the establishment of a standing committee to advise on appropriate measures for the Plan’s implementation and to make recommendations on amendments to the Plan and related matters. The adoption of Resolution 065-2002, March 12, 2002, established the River Management Advisory Committee, consisting of seven (7) members. The membership was to be as follows: one (1) business representative, one (1) outfitter representative, one (1) non-commercial boater representative, one (1) landowner/resident representative, one (1) representative from the Gold River District and two (2) public members-at-large. The term of each member is four (4) years and all members are appointed by the full board. The Committee meets the third Tuesday of each month at the Firehouse in Lotus.

Currently, staffing for these commission/committees consists of the Park Manager, Department Analyst and the River Supervisor. Since all commission/committees are governed by the Brown Act, staff prepares and posts all agendas and minutes in Legislar, downloads and posts audio transmissions to the website, prepares meeting packets for members and sends electronic posting notifications for each separate commission and committee. The time spent on this process can take up to six (6) hours per meeting, depending upon the length of the agenda and the number of attachments. Two of the committees meet after work hours and of those, one of them also meets on the same day of the month as another committee, which extends the work day for staff and requires overtime.

In February of 2013, the Chief Administrative Officer, Terri Daly held a workshop to discuss the roles and future direction of the commission, committees and the structure of the proposed Parks Division. The outcome was the creation of the Economic Development/Parks and Trail Division of the Chief Administrative Office. The discussion of the commission and committees has been on the agendas for each group many times, but no definitive role and future have come out of these meetings.

Commission/Committee Members:

Parks and Recreation Commission

Member-Name	Member Role	Appointed By	District	Appointed Date	Original Date	Expiration Date
John Hidahl	Member	Full Board	1 st	02/12/2013	02/12/2013	01/01/2017
Charles Callahan	Member	Full Board	2 nd	01/29/2013	01/13/2009	01/01/2017
Bob Smart	Member	Full Board	3 rd	01/29/2013	01/09/2001	01/01/2017
Jenifer Russo	Member	Full Board	4 th	01/04/2011	01/13/2009	01/01/2015
Steve Yonker	Member	Full Board	5 th	01/04/2011	01/05/1999	01/01/2015

Trails Advisory Committee

Member-Name	Member Role	Appointed By	District	Appointed Date	Original Date	Expiration Date
Sarah, Ramsay	Member	Full Board	N/A	08/28/2012	08/28/2012	01/01/2016
Lynn Murray	Member	Full Board	N/A	04/12/2011	04/12/2011	01/01/2015
Carolyn Gilmore	Member	Full Board	N/A	04/12/2011	04/12/2011	01/01/2015
Jim McErlane	Member	Full Board	N/A	02/02/2010	08/15/2006	01/01/2014
Lindell Price	Member	Full Board	N/A	04/12/2011	04/12/2011	01/01/2015
Michael Kenison	Member	Full Board	N/A	04/12/2011	04/12/2011	01/01/2015
Randy Hackbarth	Member	Full Board	N/A	02/02/2010	08/15/2006	01/01/2014

Sacramento-Placerville Transportation Corridor Oversight Committee

Member-Name	Member Role	Appointed By	District	Appointed Date	Original Date	Expiration Date
Mike Kenison	Member (Trails)	Full Board	N/A	09/27/2011	09/27/2011	None
Carolyn Gilmore	Member (Trails)	Full Board	N/A	09/27/2011	09/27/2011	None
Randy Hackbarth	Member (Trails)	Full Board	N/A	09/27/2011	09/27/2011	None
Jim Harville	Member (P'ville Sac. Valley RR)	Full Board	N/A	09/04/2012	09/04/2012	None
Connie Eaton	Member (Property Owner)	Full Board	N/A	09/27/2011	09/27/2011	None
Mary Jackson	Member (Property Owner)	Full Board	N/A	09/27/2011	09/27/2011	None
William Bellas	Member (El Dorado Western RR)	Full Board	N/A	09/04/2012	09/04/2012	None
Keith Berry	Alt. Member (El Dorado Western RR)	Full Board	N/A	09/04/2012	09/04/2012	None
John Hovey	Alt. Member (P'ville Sac. Valley RR)	Full Board	N/A	09/04/2012	09/04/2012	None
Joy Bowles	Alt. Member (Property Owner)	Full Board	N/A	09/04/2012	09/04/2012	None

River Management Advisory Committee

Member-Name	Member Role	Appointed By	District	Appointed Date	Original Date	Expiration Date
Eric Carter	Alt. Member (State Dept. of Parks & Rec)	Full Board	N/A	01/04/2011	02/24/2009	01/01/2015
Bill Deitchman	Member (State Dept. Parks & Rec)	Full Board	N/A	01/04/2011	08/28/2001	01/01/2015
Keith Gershon	Member (New Commercial Boater)	Full Board	4 th	01/29/2013	01/29/2013	01/01/2017
Dominc Publiese	Member (Colonatus Business Owner)	Full Board	4 th	04/23/2013	04/23/2013	01/01/2015
Tim Lasko	Member-at-large	Full Board	4 th	04/06/2010	08/15/2006	01/01/2014
Marilyn Tahl	Member-at-large	Full Board	4 th	01/04/2011	01/30/2007	01/01/2015
Faith Cushman	Member (Landowner/Resident)	Full Board	4 th	03/08/2011	03/08/2011	01/01/2014
Stephen Liles	Member (Outfitter)	Full Board	4 th	01/04/2011	08/14/2007	01/01/2015

Accomplishments:

- Parks and Recreation Commission recommended BOS approval of the rail excursion from the County line to Latrobe for a pancake breakfast fundraiser on the SPTC in August 2013.
- Parks and Recreation Commission recommended BOS approval of the Adopt a Trail Program for the El Dorado Trail on August 10, 2013, which would provide the structure for organizations/volunteers to perform maintenance activities on the trail/corridor.

- 2013 - SPTC created a list of corridor projects based on the SPTC Master Plan and assigned leads for the implementation of each project. The project listing is reviewed and updated at each meeting.
- A Joint meeting of the County Parks and Recreation Commission and the South Lake Tahoe Recreation Commission occurred in October 2013 to discuss the Parks and Trails Master Plan for South Lake Tahoe that is currently being developed. The two commissions discussed future collaboration and support for each other.

Options:

1. Move commission/committee meetings to every other month.
2. Combine TAC and SPTC to form one committee.
3. Abolish TAC and SPTC and in the absence of these two committees, PRC would appoint ad-hoc committees that would be project specific, based on issues at hand. This would eliminate the need to vet issues through all committees before presenting to PRC.
4. TAC and SPTC would remain but only be used when PRC has an issue that requires input from one of the committees.
5. Amend the Trails Advisory Resolution and by-laws.
6. Abolish SPTC as a committee governed by the Brown Act and re-establish as an ad-hoc committee.

Staff Recommendations:

Staff recommends the following:

- Move commission/committee meetings to every other month.
- Utilize TAC and SPTC only when PRC has an issue that requires input specific to either of these committees.
- Amend the Trails Advisory Resolution and by-laws