

## **CARSON CITY PARKS AND RECREATION COMMISSION**

### **Minutes of the June 19, 2007 Meeting**

**Page 1**

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, June 19, 2007 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Vice Chairperson John Felesina  
Sam Bauman  
Leanndra Jones  
Tom Keeton  
John McKenna  
Glenn Tierney

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Scott Fahrenbruch, Parks and Recreation Director of Operations  
Vern Krahn, Park Planner  
Joel Benton, Senior Deputy District Attorney  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record, on file in the Clerk-Recorder's Office. These materials are available for review during regular business hours.

**CALL TO ORDER AND DETERMINATION OF QUORUM (5:31:22)** - Vice Chairperson Felesina called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Chairperson Curtis and Commissioners Livermore and Wontorski were absent. Mr. Moellendorf explained Commissioner Livermore's absence. Commissioner Jones arrived at 5:43 p.m.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:18)** - WNCC Vice President of Development and External Affairs Helaine Jesse provided an overview of the legislative process associated with the joint health, wellness, and recreation center. She thanked the commissioners and Parks and Recreation Department staff, on behalf of WNCC President Carol Lucey and everyone at the college, for their willingness to consider the joint partnership. She advised that the requested \$10 million was not awarded by the legislature. Vice Chairperson Felesina thanked Ms. Jesse for her hard work and effort. Mr. Moellendorf thanked WNCC representatives, and expressed regret that the legislature was unwilling to fund the project. He commented on the lobbying effort invested by Ms. Jesse, and thanked her.

**1. ACTION ON APPROVAL OF MINUTES - May 1, 2007 and May 15, 2007 (5:35:13)** - Commissioner Keeton moved to accept the minutes, as presented. Commissioner Bauman seconded the motion. Motion carried 5-0.

**2. MODIFICATIONS TO THE AGENDA (5:35:37)** - None.

**3. STAFF UPDATES (5:35:47)** - Mr. Krahn reported that public bid openings for Ronald D. Wilson Memorial Park were scheduled for Thursday, June 21<sup>st</sup>. He advised that the bidding climate seems to be in favor of the project, and expressed the hope for good, competitive bids. He referred to the Carson City Fairgrounds / Fuji Park Conceptual Plan, which was displayed in the meeting room, and provided a status report on the improvements project. He anticipates that mass grading will be done during the first week

## **CARSON CITY PARKS AND RECREATION COMMISSION**

### **Minutes of the June 19, 2007 Meeting**

**Page 2**

of July. Parking lot construction is scheduled to begin during the second week of July. Parks Department staff will be meeting with core leadership of the Users Coalition to discuss the arena and barn design. Mr. Krahn advised of having consulted with Lorne Johnson regarding design details. He anticipates parking lot construction will be done by the end of August, with parking lot landscape to follow, and then fairgrounds and arena construction. Mr. Krahn expressed the hope that the project will be substantially complete by the November 2007 target. He provided a status report on the urban fishing pond project. He discussed synergy between the Fairgrounds improvement project and the fishing pond project, and a potential donation of funding toward the fishing pond project.

(5:41:17) Mr. Fahrenbruch advised that the Mills Park drainage project started yesterday. He anticipates it will take nearly two months to complete, and described the project details. He advised that some of the special events are now “behind us” and that staff is looking forward to giving the park some “TLC.”

Mr. Moellendorf reiterated that WNCC didn’t receive funding for the joint health, wellness, and recreation center project. As a result, Mr. Moellendorf will be agendizing an item, for the July commission meeting, to consider a workshop between staff and the commission to further explore the direction for the recreation center project. He noted that the commission had previously recommended the JohnD Winters Centennial Park as an alternative site, and that the Board of Supervisors had approved the recommendation. He suggested that a sufficient amount of time has passed, since said approval, to revisit the project. [Commissioner Jones arrived at 5:43 p.m.] Mr. Moellendorf further reported that the Recreation Division Summer Kamp program is in full swing, with approximately 312 children enrolled. The theater improvements project will begin July 2<sup>nd</sup>, and Mr. Moellendorf provided background information on funding allocations to the project.

#### **4. NON-ACTION ITEMS (5:44:39) - None.**

#### **5. ACTION ITEMS:**

**5-A. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS ENDORSEMENT OF MUSCLE POWERED'S CARSON CITY BICYCLE ROUTE MAP AND SAFE CYCLING GUIDE (5:44:46)** - Vice Chairperson Felesina introduced this item. Project Manager Arleen Richartz advised of cosmetic errors discovered on the back side of the map, and that an additional 5,000 copies had been reprinted at no additional cost. She distributed corrected copies of the bicycle route map to the commissioners and Parks Department staff. Mr. Krahn reviewed the staff report, and explained the difference between staff’s recommendation for endorsement and a recommendation of approval.

(5:47:53) Muscle Powered President Anne Macquarie referred the commissioners to the back of the map, and noted that the text is consistent with the City’s bicycle plan. She provided an overview of the text, and advised there are 22 local business advertisers on the map. She noted the second edition of the map, and advised that a number of people have reported “it’s one of the better community bicycle maps that they’ve seen.” She described the map as a well-used resource, and noted the bicyclist education information included in the textual portion of the map. She advised that the map is consistent with Muscle Powered’s goal of improving pedestrian and bicycle access, and with the City’s goal of bicycle safety education as articulated in its bicycle plan.

## CARSON CITY PARKS AND RECREATION COMMISSION

### Minutes of the June 19, 2007 Meeting

Page 3

Mr. Krahn discussed tourist interest in the bicycle route map. He discussed benefits of the City's partnership with Muscle Powered, including development of the bicycle route map, assistance in facilitating trail connectivity and in securing grant funding. He expressed appreciation to Ms. Macquarie and Ms. Richartz. He advised that every one of the trails depicted on the route map has been inventoried and verified. Ms. Macquarie discussed Muscle Powered's volunteer field check of each of the bicycle routes.

Commissioner Bauman discussed difficulties in getting from his home near College Parkway to his office on Mallory Way. Ms. Macquarie reviewed information on the correlation between the number of bicyclists using City streets and the resulting reduction in auto / bicycle accidents. She expressed the opinion that bicyclists using City streets "now are making things better for those who will follow us." She acknowledged that Muscle Powered has no direct purview over improving the City's transportation system for pedestrians and bicyclists. Muscle Powered representatives are working to improve corridors, however, and Ms. Macquarie urged the commissioners to keep this in mind. A truly interconnected bicycle transportation system is a job that may take many years to accomplish.

In response to a question, Ms. Richartz discussed map distribution. In response to a suggestion, she advised that Barbara Howe received a box of the bicycle route maps for distribution at the school district. Mr. Krahn reviewed map availability at various City offices. Ms. Richartz acknowledged the maps are also available at the Carson City Library. She discussed publicity of the map via the *Nevada Appeal*. Commissioner Bauman offered to include an announcement about the map in his column.

Vice Chairperson Felesina called for public comment and, when none was forthcoming, Mr. Moellendorf read a letter from Des and Luci LaMotte into the record. He advised that the LaMottes' concerns will be investigated and addressed. He discussed a recently-passed legislative bill regarding private property liability concerns pertinent to trails.

Vice Chairperson Felesina entertained a motion. **Commissioner Keeton moved to endorse the map and forward the recommendation to the Board of Supervisors. Commissioner Bauman seconded the motion. Motion carried 6-0.** Vice Chairperson Felesina thanked Ms. Macquarie, Ms. Richartz, and Mr. Krahn.

**5-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE CARSON RIVER AQUATIC TRAIL MAP AND AUTHORIZATION FOR CITY STAFF TO PUBLISH AND DISTRIBUTE THE MAP AT NO COST TO THE PUBLIC (6:05:01)** - Mr. Krahn reviewed the staff report, the map, which was included in the agenda materials and displayed in the meeting room, and staff's recommended action. Commissioner McKenna noted suggested corrections to the map text. He requested staff to discuss, with Fire Department representatives, the possibility of including language regarding the length of time required for emergency personnel to respond to certain areas of the River. Mr. Krahn reviewed the various logos included on the map, and advised that the Lyon County logo will be added.

Vice Chairperson Felesina called for public comment and, when none was forthcoming, entertained a motion. **Commissioner McKenna moved to recommend to the Board of Supervisors approval of the Carson River Aquatic Trail map, with changes; to authorize City staff to publish and distribute the map at no cost to the public. Commissioner Bauman seconded the motion. Motion carried 6-0.** Vice Chairperson Felesina thanked Mr. Krahn for his presentation.

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the June 19, 2007 Meeting**

**Page 4**

**5-C. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS TO APPROVE THE NEW FEES AND CHARGES RESOLUTION, REPEALING RESOLUTION NO. 1983-R-28, RESOLUTION NO. 1995-R-41, RESOLUTION NO. 1995-R-42, RESOLUTION NO. 2004-R-4, AND RESOLUTION NO. 2006-R-23** (6:11:56) - Mr. Moellendorf introduced this item, distributed to the commissioners and staff a revised Exhibit A, and reviewed the staff report. He noted that development of the proposed resolution was a collaborative effort between Reservation Coordinator Gail Schroeder, Recreation Superintendent Barbara Singer, Mr. Fahrenbruch, Mr. Benton, and himself. He noted a correction to paragraph 7 of the proposed resolution to indicate "seventy-five percent (75%) of the direct costs incurred ..." He further noted that the proposed resolution will, in effect, simplify and streamline the process of fees and charges, and more clearly specify the mandated cost recovery rates.

Commissioner McKenna commented that the resolution language seems "fairly rigid." He suggested changing the language from established percentages to "as determined by the Parks and Recreation Director" or "as determined by the Parks and Recreation Commission." He expressed a preference that the policies be adaptable "as time goes by." He suggested that a decision by the Parks and Recreation Director would be "more timely and valid two years from now if we didn't need to have a 25 percent discount or if the discount needed to be changed or if a fee needed to be raised ..." He noted that the legislature had voted to restrict the ability of their elected officials to raise the money necessary to provide the services desired by the citizens. If that's the case, he suggested that elected officials should at least be able to meet the taxpayers' mandates "by charging what needs to be charged." He expressed the opinion that the resolution should be broader to provide the commission or the director more responsibility. He suggested including, at paragraph 14, the following language: "... except as provided in paragraph 20 ...," or adding a paragraph 21 providing for the Parks and Recreation Director to enter into agreements with other government agencies, such as WNCC, the State, etc. to waive fees. He expressed a preference for more of a "management-type document" than a rigid resolution which requires a great deal of time and process to revise.

Mr. Moellendorf expressed agreement with the suggestion to add a paragraph providing for the Parks and Recreation Director to enter into joint use agreements, similar to those which have been entered into with the Carson City School District. He noted the joint use agreement contemplated between the City and WNCC as part of the proposed joint health, wellness, and recreation center project, as an example. He expressed understanding for Commissioner McKenna's concerns regarding the "rigidity" of the resolution, but noted the "comfort and security" in established minimums to eliminate the possibility of City staff being accused of treating certain organizations more favorably than others. He suggested leaving the current percentages, understanding that they are established minimums, and reviewing them annually. Commissioner McKenna thanked Mr. Moellendorf for the clarification. He noted the language of the resolution states "non-profit user," and suggested ensuring consistent language regarding non-profit users and resident, non-profit users. Mr. Moellendorf advised of language providing for a 25 percent surcharge to non-resident organizations for use of park facilities.

Vice Chairperson Felesina called for public comment and, when none was forthcoming, entertained a motion. **Commissioner McKenna moved to recommend the resolution that replaces the five existing resolutions that govern policies concerning Parks and Recreation Department fees and charges, with modifications by the Parks and Recreation Director concerning other government entities, to the Board of Supervisors. Commissioner Keeton seconded the motion. Motion carried 6-0.**

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the June 19, 2007 Meeting**

**Page 5**

**5-D. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE PROPOSED TITLE 17, CHAPTER 17.18, LANDSCAPE MAINTENANCE DISTRICT ORDINANCE** (6:30:40) - Mr. Moellendorf introduced this item and reviewed the staff report. He advised of very clear direction from Mayor Teixeira to re-present the ordinance to the Board of Supervisors within thirty days. He distributed to the commissioners, staff, and citizens present a list of "Significant Changes to the Landscape Maintenance District Ordinance" and reviewed the same. He and Mr. Benton responded to questions of clarification regarding the provisions of the proposed ordinance, and discussion took place with regard to the same.

(6:48:40) Attorney Noel Waters, of Lionel, Sawyer & Collins representing Lennar Communities, expressed appreciation for the opportunity to address some of the issues of concern. At Mr. Moellendorf's request, he explained the proposed revision to paragraph 17.18.050(3). Mr. Benton responded to related questions, and discussion followed.

In response to a question, Mr. Benton explained the provisions of Section VIII: paragraphs 17.18.060, 17.18.060(2)(a), and 17.18.060(2)(b). Discussion followed, and Commissioner McKenna suggested a 60-day time period may be too long. Mr. Moellendorf reviewed the provisions of the Open Meeting Law with regard to noticing a special meeting.

(7:03:40) Mr. Waters advised of having been concerned over the time lines with the "four to five levels of review" and the ultimate decision being with the Board of Supervisors. He suggested, rather than deeming a petition rejected after the initial 20-day review period by the Parks and Recreation Director, deeming the director's decision as "neutral" in order to keep the process moving. He advised that the Board of Supervisors had requested the automatic rejection provision, and of his intent to address this issue with them. Mr. Benton confirmed the automatic rejection provision was directed by the Board of Supervisors.

With regard to paragraph 17.18.060(2)(b), Commissioner McKenna suggested revising the language to indicate that the commission's review should take place at the "next regularly scheduled commission meeting." Mr. Moellendorf agreed to consider adding the suggested language.

In response to a question, Mr. Moellendorf expressed a preference to consider contracting for maintenance to avoid excess employees in the event developments would opt out of a landscape maintenance district. In response to a question, Mr. Benton discussed provisions of the collective bargaining agreement for hourly employees. He expressed the understanding that longevity would determine priority in a lay-off situation. Commissioner McKenna advised that the Board of Supervisors would have purview over determinations regarding excess employees.

(7:19:38) Mr. Waters pointed out that provisions for dissolution of a landscape maintenance district are available both to the City and to petitioners. He discussed the Board of Supervisors' purview over details of such a dissolution. Mr. Moellendorf noted the intentional difficulty built into the dissolution provisions to avoid having "petitioners in and out all the time."

Vice Chairperson Felesina opened this item to public comment and, when none was forthcoming, entertained a motion. **Commissioner McKenna moved to recommend to the Board of Supervisors to approve proposed Title 17, Chapter 17.18, Landscape Maintenance District Ordinance. Commissioner Tierney seconded the motion.** Commissioner McKenna noted that no substantive changes

## **CARSON CITY PARKS AND RECREATION COMMISSION**

### **Minutes of the June 19, 2007 Meeting**

**Page 6**

to the revised draft ordinance had been suggested, but requested staff to consider the discussion. Mr. Moellendorf noted that the ordinance will be re-presented to the Board of Supervisors for first reading. As such, there remains plenty of opportunity for input from the public, the development community, etc. He advised that, in addition to Lennar Development Corporation, Syncon Homes, Inc. and the Builders Association of Western Nevada were included in the process. Vice Chairperson Felesina called for a vote on the pending motion; **motion carried 6-0.** Vice Chairperson Felesina thanked Mr. Waters for his attendance and participation.

#### **6. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

(7:23:04) - With regard to the joint health, wellness, and recreation center, Commissioner McKenna commented "we learned a lot and we have an investment in future joint projects ..." He complimented the Board of Supervisors, the commissioners, and the Parks and Recreation Department staff for "having the vision to even consider it." He acknowledged the effort invested, but commented "it causes creative ideas that can lead to some innovations; projects that will lead to better services for citizens, and lower costs to the taxpayers." He suggested that what was learned and accomplished as the various entities worked together "was worth the effort."

#### **7. FUTURE AGENDA ITEMS** (7:24:24) - Vice Chairperson Felesina referred to the list of future agenda items included in the packets. Commissioner Keeton requested that the workshop regarding future direction for the new recreation center be scheduled as soon as possible.

#### **8. ACTION ON ADJOURNMENT** (7:25:20) - Commissioner McKenna moved to adjourn the meeting. The motion was seconded and carried unanimously.

The Minutes of the June 19, 2007 Carson City Parks and Recreation Commission meeting are so approved this 17<sup>th</sup> day of July, 2007.

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DONNA J. CURTIS, Chair