

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

### **Minutes of the February 16, 1999 Meeting**

#### **Page 1**

A regular meeting of the Carson City Parks and Recreation Commission was held at 5:30 p.m. on Tuesday, February 16, 1999 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Larry Osborne  
Vice Chairperson John Simms  
Cheryl Adams  
Ken Elverum  
Robert Kennedy  
Glen Martel  
Stacie Wilke  
Charles Wright

**STAFF:** Steve Kastens, Parks and Recreation Director  
Scott Fahrenbruch, Park Superintendent  
Vern Krahn, Park Planner  
Kathleen King, Recording Secretary  
(PRC 02/16/99; 1-0001)

**NOTE:** Unless otherwise indicated, each item was introduced by Chairperson Osborne. A tape recording of these proceedings is on file in the Clerk-Recorder's Office. This tape is available for review and inspection during normal business hours.

**A. CALL TO ORDER AND ROLL CALL** (1-0002) - Chairperson Osborne called the meeting to order at 5:30 p.m. A roll call was taken and a quorum established. Commissioner Plank was absent. Commissioner Adams arrived at 5:45 p.m. Commissioner Kennedy arrived at 6:39 p.m.

**B. ACTION ON APPROVAL OF MINUTES** (1-0009) - Commissioner Martel moved to accept the minutes of the January 19, 1999 meeting as presented. Commissioner Wright seconded the motion. Motion carried 6-0-3-0.

**C. PUBLIC COMMENTS ON NON-AGENDIZED ITEMS** (1-0016) - Ken Robenheimer, of the Carson Tennis Club, discussed community interest in the tennis program and the Tennis Club's plans for the year.

**D-1. REVIEW AND POSSIBLE ACTION ON MASTER PLAN FOR THE COMMUNITY CENTER** (1-0041) - Commissioner Martel recused himself from participating in discussion and action on this item. Mr. Krahn presented background on the development of the proposed master plan, including hiring Lumos & Associates, as consultants, and assembling a Technical Advisory Committee composed of City staff, Lumos & Associates staff and Commission members. Carol Dotson, Director of Planning for Lumos & Associates, presented an overview of the process by which the proposed master plan was drafted. Key issues addressed by the Technical Advisory Committee which translated into goals and objectives are as follows: the appearance and function of the west side entrance to the community center; access points, safety and traffic; compatibility and uses of the aquatic facility; handicapped access; overall pedestrian access and circulation; parking, including Highway 50, bus parking and drop-off zones; and variety and intensity of uses. Ms. Dotson presented a proposed overall site plan which incorporated the goals and objectives outlined by the Technical Advisory Committee and discussed the same. Mr. Krahn reported on his meeting with Tom Metcalfe to discuss the proposed master plan and advised that Mr. Metcalfe is very supportive of the proposed changes. Discussion ensued with regard to the northwest parking lot; number, location and dimensions of the proposed elevated cross walks; vacant areas which may potentially be used as extra parking; a parking signage program; angular parking for the west parking lot; egress from the west parking lot onto Roop Street; removal of landscaping to accommodate additional parking; approval of the master plan and funding; the shared bike and pedestrian path; landlocking the facility; and the loss of Hwy. 50 parking. Following discussion, Commissioner Elverum moved that the Carson City Parks and Recreation Commission approve the Master Plan for the Carson City Community Center as presented. Commissioner

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

### **Minutes of the February 16, 1999 Meeting**

#### **Page 2**

Wright seconded the motion. Motion carried 6-0-2-1; Commissioner Martel abstaining.

**D-2. REVIEW AND POSSIBLE ACTION ON USE AGREEMENTS (1-1011)** - Mr. Kastens discussed the benefits to the City of use agreements and the volunteers who operate and maintain City facilities. Use agreements are reviewed annually by the Parks and Recreation Commission and are usually accompanied by reports from the various volunteer groups. In the process of preparing Commissioner meeting packets, Mr. Kastens was made aware of several groups with whom the City does not have use agreements. He will research this matter and the use agreements in question will be rescheduled for review at a future meeting.

**D-2-a. NEVADA LANDMARK SOCIETY (1-1070)** - Dorothy Dolan, President of the Nevada Landmark Society, presented an annual status report on the Roberts House Museum. Chuck Saulisberry, Treasurer, presented a report on the financial history and present status of the Roberts House, including income and expenses. Mr. Kastens commented on the continued favorable working relationship between the City and the Nevada Landmark Society and commended the Society for their accomplishments at the Roberts House Museum. Ms. Dolan invited the Commissioners to visit the Roberts House Museum.

**D-2-b. CAPITOL CITY GUN CLUB (1-1237)** - Ray Smith, Manager of the Capitol City Gun Club, presented a status report on recent developments at the Gun Club facility, including installation of new lighting, paving the sporting clays area, ongoing work on the new building, and plans to enhance the skeet shooting field. Mr. Smith has recently been appointed the Scouting merit badge counselor, and the Gun Club continues to sponsor an annual Youth Shoot where they provide targets, ammunition, guns, instruction, and lunch for young people, ages 16 and under. This event is sponsored by community businesses. The Parks Department recently assisted with planting trees around the facility. Discussion ensued with regard to uses of the RV parking lot and ongoing programs such as leagues and hunter safety courses. Mr. Kastens discussed the Pittman-Robertson grant which generated a cooperative agreement between the City and the Gun Club. He commented on the continued favorable working relationship between the City and the Gun Club, and their well-maintained and well-run facility.

**D-2-c. CARSON CITY YOUTH SPORTS ASSOCIATION (1-1435)** - Supervisor Pete Livermore presented a status report on the Youth Sports Association, including that this is its 50th year in existence. He discussed the number of children served in the Youth Sports program in 1998 and reported the 1999 playing seasons will begin soon. He further discussed the challenge of recent requests for year-round sports programs and the changes at the Edmonds Sports Complex. Discussion ensued with regard to revisions to the use agreements. Commissioner Kennedy commended Supervisor Livermore on his work with the Youth Sports Association over the last twenty years. Discussion ensued with regard to utilizing public school facilities and improvements to the same by the Youth Sports Association. Supervisor Livermore invited the Commissioners to attend the Youth Sports Association monthly meetings.

**D-2-d. SIERRA IN-LINE HOCKEY ASSOCIATION (1-1709)** - Renee Mayo presented a report on the Hockey Association, including game days and times, number of youth, high school and adult participants, fees for youth and adults, annual all-star tournaments, and growth. She discussed the request for year-round programs, the need for a new facility, the financial status of the Association, and the increased participation of parents. Commissioner Simms commented on his son's participation in the sport and offered his support to the Association. Mr. Kastens will be seeking funding from the CIP committee for replacement of the hockey rink and commented on the favorable relationship between Ms. Mayo, as Manager of the Association, and City Staff. Discussion ensued with regard to the recent request by Crystal Bridge Enterprises to relocate the Farmers Market to the Pony Express Pavilion and the potential conflict with Hockey Association activities.

**D-2-e. CARSON CITY RAILROAD ASSOCIATION (1-1917)** - A report was provided to the Commission by Ron Santi and Stan Fishbeck at the January 19, 1999 meeting. Mr. Kastens reviewed two use agreements between the City and the Railroad Association, one for operation of the train, and the other for purchase of equipment from Mr. Bill Krieder.

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the February 16, 1999 Meeting**

**Page 3**

**E. GENERAL DISCUSSION (1-1937)**

**E-1. FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-1938)** - None.

**E-2. COMMENTS FROM COMMISSION MEMBERS (1-1941)** - Commissioner Adams requested a status report on Sierra Pacific Power Company's request to use Edmonds Park. Mr. Kastens has received no official word, however, Fred Schmidt advised that Sierra Pacific had entered into another round of negotiations with the Washoe Tribe for the route on Bigelow. Because of the proposed installation of a reclaimed water line designed to run down the west fence line of the Edmonds Sports Complex, Sierra Pacific will need to make a decision soon.

**E-3. STATUS REPORTS FROM COMMISSION MEMBERS (1-1993)** - None.

**E-4. COMMENTS AND STATUS REPORTS FROM STAFF (1-1994)** - Mr. Kastens advised that the next meeting will be spent reviewing the proposed annual budgets, including Parks, Recreation (includes the aquatic facility and the community center), Quality of Life, Question 18, Park Maintenance, Park Construction, and Residential Construction Tax. The first item on the agenda will be the CIP program prioritizations. Mr. Krahn referred to the Carson River Bird List provided in the Commissioners' packets and distributed for review a letter from Harding Lawson Associates regarding the Carson City Developmental Standards and Policy Manual. The development community has asked the Commission to put forth policy and construction detail standards and Mr. Krahn requested volunteers to meet with Andrew Burnham of Harding Lawson Associates to draft these standards.

**E-5. STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-2125)** - Mr. Kastens reported that work on the aquatic facility is progressing slowly due to the recent weather; the Edmonds Sports Complex landscaping project and field 2 expansion is moving along; a pre-construction meeting was held today at the radio controlled airplane field and the contractor will begin that project Monday; and construction on the BMX building will begin within two to three weeks of award of the contract.

**F. ADJOURNMENT (1-2157)** - Vice Chairperson Simms moved to adjourn the meeting at 7:30 p.m. Commissioner Wright seconded the motion. Motion carried 8-0-1-0.

The Minutes of the February 16, 1999 Parks and Recreation Commission Meeting

ARE SO APPROVED \_\_\_\_\_, 1999.

\_\_\_\_\_  
LARRY OSBORNE, Chairperson