A regular meeting of the Carson City Parks and Recreation Commission was held at 5:30 p.m. on Tuesday, July 20, 1999 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Larry Osborne
Vice Chairperson John Simms
Cheryl Adams
Robert Kennedy
Glen Martel
Jon Plank
Stacie Wilke
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Vern Krahn, Parks Planner
Kathleen King, Recording Secretary
(PRC 07/20/99; 1-0001)

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

CALL TO ORDER AND ROLL CALL (1-0002) - Chairperson Osborne called the meeting to order at 5:30 p.m. Roll call was taken; a quorum was present. Commissioner Elverum was absent. Commissioner Wilke arrived at 5:34 p.m.

ACTION ON APPROVAL OF MINUTES (1-0007) - Two sets of minutes were presented for approval: May 4, 1999 and May 18, 1999. Commissioner Kennedy moved for acceptance of the minutes as presented, however, indicated he was not in attendance at one of the meetings. Commissioner Plank seconded the motion with the covenant that the minutes reflect a true and accurate record of the events. Motion carried 7-0-2-0.

PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0026) - None.

AGENDA ITEMS

1. **DISCUSSION AND ACTION ON RELOCATION OF BIKE PATH ON HIGHWAY 50 EAST ALONG MILLS PARK TO ALLOW FOR, OR TO FACILITATE PARKING ALONG THE HIGHWAY** (1-0035) - Mr. Kastens reviewed the issue of parking along Highway 50 during special events and for use of the park. "No Parking" signs have been posted along the fence facing Highway 50 for many years. In addition, there are no penetrations in the split rail fence with the exception of two emergency access points at each end of the Pony Express Pavilion. These were required at the time of construction by the Carson City Fire Department. Because Highway 50 is a limited access highway, a permit for any entryway is required from NDOT. Openings in the fence would be an invitation for parking and entrance into the park, creating an attractive nuisance for which the City would become liable. Once the skateboard park was constructed, more parking and access to the park along Highway 50 began to occur. Approximately one year ago, NDOT added more "No Parking" signs and began enforcing the same. Some of the skateboard park users and attendees at an RSVP event were ticketed. As a result, the City negotiated a dispensation for two special events in the last year. Mr. Kastens expressed concern over the potential liability of allowing parking along Highway 50 without creating openings in the fence. City Manager John Berkich, Mayor Ray Masayko and Mr. Kastens have been meeting with NDOT over the course of the last year seeking a definitive answer with regard to plans for expansion of Highway 50. NDOT has indicated they have no plans for Highway 50 in the near future. Staff has since begun to investigate how parking could be facilitated in this area. As identified in Mayor Masayko's letter, contained in the Commissioners' packets, criteria for utilizing this area

were outlined by NDOT. The first is a physical barrier between the travel area of the highway and the parking area, 8' feet outside the fog line, for emergency parking. Parking would be diagonally at 60 degrees with a driveway running behind the parking spaces. Additionally, deceleration and acceleration lanes would need to be included. The pedestrian/bicycle path which runs along Highway 50 on the outside of the fence will need to be temporarily or permanently relocated; it cannot simply be closed off for special events. Mr. Kastens recommended relocating the bike path on a permanent basis and suggested moving it inside the fence. 12' of width is required to build the bike path and shoulder. It would run the entire length of the parking area and connect back to the existing path. Another option is to relocate the bike path inside the park, through the east and north sides of the existing sidewalk, and crossing diagonally through the park. The dimensions of the parking spaces would be 19' long x 10' wide with a 10' travel lane behind the parking spaces. Approximately 110 parking spaces could be added. John Flansberg, Streets Operations Manager, provided cost estimates contained in the Commissioners' packets. There are existing grindings between the edge of the highway and the bike path and Mr. Flansberg indicated a possibility of overlaying the grindings which may result in cost savings. In addition, the 8' bike path would be utilized to reduce square footage and cost. Mr. Kastens then referred the Commissioners to several options contained in their packets, in addition to a breakdown of cost per space. He had reviewed the revised parking plan for the Community Center to determine how this proposal would help with parking for special events and/or park use. Staff's recommendation is to pursue the community center parking plan with available funding which would produce 52 additional parking spaces. Mr. Kastens expressed an additional concern over continued encroachment of Mills Park and the continual scheduling of special events which take away from general public use. He suggested developing a special events venue rather than utilizing a community park for special events. Discussion ensued with regard to community events bringing the community together at Mills Park, funding sources for the proposed parking project, the proposed number of parking spaces along Highway 50, the proposed number of parking spaces available if the Community Center parking plan is pursued, possible requirements of landscaping and lighting, the similarity in distance between the west side of the community center to the special events area and between the high school parking lot and the same location, and the aesthetics of the community center and its parking lots.

(1-0586) - Sue Newberry advised of her participation in a recent workshop regarding the US 50 corridor in which a great deal of focus was placed on Mills Park. She discussed safety issues, aesthetics, moving the bike path within the park, funding sources, the encroachment permit process, reducing speeds on Highway 50 rather than creating acceleration/deceleration lanes for proposed parking, and involving the community in the "visioning process."

(1-0690) - Janice Ayres, Executive Director of RSVP, provided a history of special events in Mills Park since 1980. She discussed the park being built with Fleischman grant funding and the assumption that the park would be utilized for special events, the endeavors of volunteers to put on special events, and the participation of the community in the special events. She expressed concern with regard to no parking on Highway 50 for special events, requested that the bike path be relocated inside the fence, and discussed the advertising that parking along Highway 50 provides for special events at Mills Park. Ms. Ayres volunteered RSVP's assistance to work out the details of parking along Highway 50.

(1-0853) - Dwight Millard, a member of the Carson City Convention and Visitors Bureau, Chairman of the Rendezvous Committee, and Chairman of the Silver Dollar Car Classic, suggested leaving the area along Highway 50 as it is and utilizing it for parking on a temporary basis. Advantages are that there would be no need to asphalt and landscaping is covered because of the area being bounded by the park. He agreed with Ms. Ayres that parked cars provide visual advertising for special events. He urged the Commission to recommend completion of the west parking lot as it contributes to the aesthetics of the community center's "front yard." He reiterated using Highway 50 as temporary, overflow parking and suggested designating special events parking with signs to slow down vehicular traffic. Mr. Millard expressed the opinion that special events are part of the beauty of Mills Park and that they do not seem to interfere with general public use. He complimented the Parks Department on their outstanding job in turning the park around for the many events scheduled throughout the year.

(1-0947) - Chairperson Osborne assured the guests that the Commission is not discussing curtailing special events at Mills Park and agreed with the comments on the outstanding job by the Parks Department. Discussion ensued with regard to the cost of moving the bike path and Commissioner Kennedy moved to recommend that the bike path be moved inside the fence. Further discussion followed regarding moving the bike path and reconvening the subcommittee to discuss the impact of the parking proposal on the community center complex. Commissioner Kennedy rephrased the motion, as follows: Move to make the recommendation to the Board that the bike path be moved into the park. Commissioner Plank seconded the motion and suggested that people may want to bring their children into the park, via automobile, to learn to ride their bikes. Mr. Kastens clarified that the dollar figure presented only covers relocating 1,160 feet of the bike path. The entire frontage of Mills Park is approximately 2,080 feet, and the further east into the park one goes, the closer to Highway 50 the bike path gets. Commissioner Plank recalled the present location of the bike path being one of the major problems NDOT had with allowing parking in the area. Further discussion ensued with regard to the bike path being used as a travel route and the need to reconnect it to the citywide route. The motion to move the existing bike path inside the park was voted and carried 8-0-1-0. Vice Chairperson Simms reiterated the idea of reconvening the master plan subcommittee. Commissioner Plank concurred and suggested the subcommittee should not be criticized for not addressing this matter as it was not an issue at the time. Commission consensus was to reconvene the subcommittee to address this issue in a public meeting forum. Commissioner Plank suggested inviting the contractor/planner to the meeting. Chairperson Osborne thanked the members of the public for their attendance and input.

2. REVIEW AND ACTION ON THE PARKS AND RECREATION DEPARTMENT DEVELOPMENT STANDARDS (1-1371) - Mr. Krahn provided background information on the rewriting of Title 17 and Title 18 and the development of a design manual. He referred the Commissioners to the draft Chapters 4 and 5 produced in cooperation with Andy Burnham, and contained in their packets. The Commission's involvement is being requested as to the type of design standard to set, i.e., general vs. specific. Discussion ensued with regard to the time frame and work load required of the volunteers, and bringing the final draft back to the Commission for review. Commissioners Martel and Adams volunteered to assist with this project. Discussion with regard to park lighting and sanitary facilities followed.

3. STATUS REPORT ON V & T BIKE PATH ON THE WEST SIDE OF THE CITY (1-1598) - Mr. Kastens reported on a meeting last evening with the Wellington Crescent Homeowners Association. He provided background information on the grant awarded in 1997 for this project, and the problems experienced with the path extending 200 feet into the Wellington Crescent subdivision. He described the proposed plan for the path and discussed the concerns of the residents, including maintenance of, and liability for, the property acquired by the City; the desire of the residents to eventually gate their community; and the methods available to the City by which to acquire the property. Mr. Kastens advised that the City does not have a requirement that bike paths be constructed under ASHTO standards and that the path can be constructed within the existing easement. He discussed the issue of existing utilities within the easement and advised that the power company had discovered the easement was granted to the City for a non-motorized path. The utility companies have confirmed the utilities could be relocated if necessary. Chairperson Osborne requested a status report on this matter at the next monthly meeting. Discussion ensued with regard to the amount of the grant, and the stipulation that an alternative transportation route be provided between Kings Canyon and Combs Canyon, which would provide access to Western Nevada Community College. (1-1940) Ann McQuarry emphasized the heavy use of this particular area and the value that this type of recreational corridor adds to adjacent property. (1-1975) Mr. Kastens attested to the heavy use of the areas of Ash Canyon, Winnie Lane, Longview subdivision, etc. by bicyclists and pedestrians. (1-2008) Ms. Newberry provided national statistics relating to trails, specifically with regard to property values and crime rates. Chairperson Osborne thanked Mr. Kastens for his report and requested the Commission be kept updated as to the status of this matter.

4. STATUS REPORT ON THE AQUATIC FACILITY REMODEL AND ADDITION PROJECT (1-2041) - Mr. Kastens reported that construction has gone beyond the original completion date for phase 1. Reasons for the delay have been weather and the relocation of a significant power supply line. He advised that the replastering has been completed, all walls and footings are completed for the new structure, roof trusses are in place, and installation of the roof is nearly complete. The facility will be available for the swim meet next week and Mr. Kastens offered to provide a tour of the facility to the Commission members following the meeting. The contractor has requested an extension of time to which the City has not yet agreed. Cooperation by the contractor in preparing the site for temporary occupation has been outstanding and Mr. Kastens expressed his appreciation for his efforts. Change orders have included a $40,000 revision to the roofing system in addition to several others which have been less than $5,000 each. The original contract called for 180 days completion on the first phase and 90 days completion on the second phase. The swim meet causes a one-week delay, however, the contractor will continue working on areas which will not disrupt the meet. Discussion ensued with regard to the contractor working weekends, complaints from the residents, involvement of the Sheriff's Office, and the contractor's agreement to wash cars and houses due to problems with sand blasting. Mr. Kastens further reported that the tank is full, the chemicals are balanced, the temperature is up to 75 degrees, and the pool will be ready for the swim meet. He is pleased with the progress of construction thus far.

5. DISCUSSION AND ACTION ON CHANGING THE PARKS AND RECREATION COMMISSION REGULAR AUGUST MEETING FROM AUGUST 17, 1999 TO AUGUST 10, 1999 (1-2361) - Discussion ensued with regard to the Commissioners' availability, the location of the meeting, and the agenda. Commissioner Adams moved to approve changing the regularly scheduled August 17, 1999 Parks and Recreation Commission meeting to August 10, 1999. Commissioner Martel seconded the motion. Motion carried 8-0-1-0.

GENERAL DISCUSSION

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-2446) - None.

COMMENTS FROM COMMISSION MEMBERS (1-2448) - None.

STATUS REPORTS FROM COMMISSION MEMBERS (1-2449) - None.

COMMENTS AND STATUS REPORTS FROM STAFF (1-2451) - Mr. Kastens referred the Commissioners to the Recreation Monthly Summer Report distributed for their review.

STATUS REPORT ON QUESTION 18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-2466) - Mr. Kastens reported that construction on the rifle and pistol range began today and the facility is closed until August 6. Final plans for the Wungnema House are being prepared for consideration by the Commission, and the asbestos abatement will begin at the end of the month. Chairperson Osborne requested a brief update on CIP projects for the next meeting.

ADJOURNMENT (1-2535) - Vice Chairperson Simms moved to adjourn the meeting at 7:50 p.m. Commissioner Wilke seconded the motion. Motion carried 8-0-1-0.

The Minutes of the July 20, 1999 meeting of the Carson City Parks and Recreation Commission are so approved this _____ day of August, 1999.

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LARRY OSBORNE, Chairperson