

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the September 4, 2007 Meeting

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, September 4, 2007 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson John Felesina
Tom Keeton
Glenn Tierney
Rich Wontorski

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Vern Krahn, Park Planner
Mitch Ames, Community Center / Theater Facility Operations Supervisor
Kurt Meyer, Aquatic Facility Operations Supervisor
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 A QUORUM (5:32:57) - Chairperson Curtis called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Commissioners Bauman, Jones, Livermore, and McKenna were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:33:25) - None.

1. ACTION ON APPROVAL OF MINUTES (5:33:35) - None.

2. MODIFICATIONS TO THE AGENDA (5:33:38) - Chairperson Curtis advised that staff had requested to defer item 5-A. She further advised that Mr. Benton had indicated there was no need to take official action on item 5-B.

3. STAFF UPDATES:

3-A. UPDATE ON THE STATUS OF THE SCHULZ RANCH DEVELOPMENT (5:34:35) - Mr. Krahn provided background information on the public review process associated with the Schulz Ranch Development, including Board of Supervisors review and approval. He advised that Parks and Recreation Department staff "signed off on the collector road and the park" last week. He anticipates the developer will be moving forward to begin construction "either late this year or the first part of ... 2008." He expressed the understanding that the road and model homes will be constructed first. Staff has been working with the developer on refining the construction documents as well as establishing a time frame for the landscaping improvements. In response to a question, he discussed the detention ponds as part of the landscape design. In response to a further question, he provided information on the engineering firm.

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3-B. UPDATE ON THE PROGRESS OF THE ROBERT'S HOUSE CARRIAGE HOUSE PROJECT (5:39:55) - Mr. Fahrenbruch provided background information on this item, particularly the project funding. He advised that Carson City Historical Society representatives believe they now have the necessary funds to begin construction on the carriage house. The project design has been somewhat downsized based on construction costs, the building footprint, and the building site which is situated on an earthquake fault. John Copoulos has been retained as the project architect, and the project was submitted to the City's major project review process. The project will next be submitted for review by the Historic Resources Commission and by the Planning Commission, as a special use permit is required. Mr. Fahrenbruch expressed the hope that a building permit will be issued before the end of the year, and that construction can begin in early 2008.

3-C UPDATE ON JOHN MANKINS PARK (5:42:11) - Mr. Fahrenbruch reported the project is progressing well. He anticipates "optimistically ... a three-week window" to complete the project. Issues associated with Oak Ridge Drive are in the process of being worked out between City staff and the developers. Mr. Fahrenbruch reported that the skateboard park and the restroom enclosure are complete. The playground is in the process of being completed, and the shelter and shade structures are in place. Mr. Fahrenbruch expressed the hope that the basketball and tennis courts will be coated within the next two weeks. He noted the issue of timing associated with concurrently completing construction of the park and of Oak Ridge Drive. He expressed the hope the park can be opened in late September; an opening ceremony will be planned accordingly. Chairperson Curtis thanked Mr. Fahrenbruch for his reports.

4. NON-ACTION ITEMS:

4-A. PRESENTATION, PUBLIC HEARING, AND DISCUSSION ONLY REGARDING REQUESTS FOR PROJECT FUNDING FROM RESIDENTIAL CONSTRUCTION TAX ("RCT") (5:44:02) - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the staff report, which included a list of residential construction tax applications. In response to a question, he provided background information on the available residential construction tax funding. He expressed the hope there will be at least the same amount of funding available next year.

(5:48:44) Mr. Meyer reviewed the RCT application materials for new fitness equipment at the aquatic facility gym. In response to a question, he advised there are consistently at least 3 to 4 people in the gym each day. The number increases at different times during the day. Mr. Meyer advised that new equipment is the number one request of people who use the gym. He described the equipment available and the gym's atmosphere, and requested the commission's favorable consideration of the application.

(5:51:44) Mr. Fahrenbruch reviewed the RCT application materials for landscape and drip irrigation to complete the Governor's Field asphalt replacement project. He provided background information on the project, and reviewed the cost estimates for installation of the landscape and drip irrigation. In response to a question, he advised that capital improvements project funding will be requested in the event RCT funding is not allocated to this project. He acknowledged the landscape islands will remain whether or not they are landscaped.

(5:53:51) Mr. Fahrenbruch reviewed the RCT application materials for build out of the master plan at the Governor's Field T-Ball Complex. He expressed the belief the proposed improvements will significantly enhance the site which is also designated as a neighborhood park in the area. He advised that the facility

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is always open for use as a neighborhood park. He acknowledged there are four t-ball fields, and advised the landscape will not impact possible future expansion as additional t-ball fields would have to be constructed at another site. He further advised the number of t-ball fields is more than adequate to meet current needs. The “big complaints” are lack of shade, seating, and restroom facilities. He acknowledged having reviewed the maintenance and operating costs associated with this site, and advised of no concern.

(5:58:10) Mr. Ames reviewed the RCT application materials for the moving light control console package and the moving lights to complete the fixture project at the Bob Boldrick Theater. He provided background information on the project, which is currently under construction, and advised that the requested funding will complete the project. In response to a question, he explained logistical considerations in designating theater seating, new carpet, and new paint as part of the next phase of the project. Funding has been allocated to purchase the theater seating and the paint. Question #18 funding is being considered for the balance of the project, including the orchestra pit. Mr. Moellendorf reviewed details of project funding in conjunction with ongoing Question #18 projects and the recreation center project. In response to a question, Mr. Ames advised he is always searching for grant funding possibilities and that corporate support would be welcome. He offered to follow up any leads provided by the commissioners. Mr. Moellendorf advised there aren't many federal grants which fund arts and culture improvements. He acknowledged the request could be submitted as a capital improvements project.

(6:03:58) Carson City BMX Track Director Mary Leaming corrected the RCT application to indicate a request of \$30,000. She reviewed previous RCT and other funding allocations to the BMX Track. She discussed continuing efforts to purchase and install lights in order to hold race events during the evening hours. She advised of an electrical contractor who has offered assistance. Chairperson Curtis thanked Ms. Leaming. Mr. Fahrenbruch provided background information on the subject project, and expressed support on behalf of the Parks and Recreation Department and the Carson City Youth Sports Association.

(6:07:30) Mr. Krahn reviewed the RCT application materials for the Long Ranch Park and Open Space Trails and the V&T Multi-Use Path “Know Before You Go” signs. He advised that similar signage installed on the east side of town has been well received by the community. He provided background information on Beneficial Designs in reference to the product photographs included in the agenda materials as Exhibit A. He requested the commissioners' favorable consideration of the application.

(6:10:10) Mr. Krahn reviewed various funding allocations to the Morgan Mill Road River Access Area trailhead improvements, the project cost estimates, and the RCT application materials. He discussed benefits of the project in conjunction with the aquatic trail master plan.

(6:12:33) Mr. Krahn reviewed the RCT application materials for the V&T Trail preliminary engineering study. He discussed possible funding sources, including federal enhancement funds, Question #1 funding, and the Nevada State Parks Recreation Trail Program. He referred to the proposal from Palmer Engineering Group, included in the agenda materials as Exhibit A, and an excerpt of the unified pathways master plan element, included as Exhibit B.

(6:16:37) Mr. Krahn provided background information on the urban fishing pond project at the Carson City Fairgrounds, and its various funding allocations to date. He reviewed the RCT application materials, and noted modifications to the project to reduce costs. He discussed additional potential funding sources for the project. In response to a question, he discussed logistical considerations associated with project

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construction. He noted the importance of not submitting the project to the bid process without the availability of sufficient funding. In response to a further question, he anticipated receiving a new cost estimate from the consultants in the near future. He acknowledged that smaller portions of the project have been completed with available funding.

(6:22:18) C.K. Baily discussed the possibility of a donation from Trout Unlimited toward the urban fishing pond project. He discussed the project status, and expressed appreciation for Mr. Krahn's efforts on the project. He discussed the importance of the facility to the community and to the entire area. In response to a question, he advised of a commitment by the Nevada Department of Wildlife to supply fish to the pond.

In response to a question, Mr. Krahn reiterated that "better numbers" will be available from the consultants within the week. He estimated the project is "\$300,000 shy" at this point. Much is contingent upon the donation from Trout Unlimited.

Chairperson Curtis invited the public to provide comments and input through the Parks and Recreation Department. She advised that a recommendation to the Board of Supervisors will be provided at the October 2nd commission meeting. She thanked staff and the citizens for their presentations.

5. ACTION ITEMS:

5-A. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL FOR THE ACCEPTANCE OF OWNERSHIP OF TREADWAY PARK - Deferred.

5-B. ACTION TO SELECT TWO MEMBERS FROM THE PARKS AND RECREATION COMMISSION TO SERVE ON A CITY COMMITTEE TO NEGOTIATE AN AGREEMENT WITH THE BOYS AND GIRLS CLUB OF WESTERN NEVADA FOR THE DEVELOPMENT OF AN INDOOR RECREATION CENTER (6:29:34) - Chairperson Curtis solicited volunteer commissioners. She advised of having "attended a couple meetings ... already," and expressed a willingness to continue participating. In response to a question, Mr. Moellendorf advised there was no way to designate a time table for the negotiation process. He further advised that Commissioner Livermore will represent the Board of Supervisors in the process. Chairperson Curtis requested one of the commissioners to consider volunteering. In response to concerns expressed over the amount of time required to participate in the process, Mr. Moellendorf anticipated that a meeting would likely be scheduled every two weeks for approximately two hours.

6. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(6:33:34) - Chairperson Curtis read Commissioner Leannandra Jones' resignation letter into the record, copies of which were included in the agenda materials. She advised the public of the vacancy and solicited applications. In response to a question, Mr. Moellendorf advised that no time line has been designated with regard to refunding the Question #18 funding which was reallocated from the Centennial Park improvements project. Chairperson Curtis advised of the intent to meet with staff to review the status of Question #18 projects. She announced the Great American Weight Loss Challenge, which will commence on September 8th at the Community Center gymnasium.

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7. **FUTURE AGENDA ITEMS** (6:36:47) - Chairperson Curtis referred to the table of future agenda items which Mr. Moellendorf had distributed to the commissioners and staff prior to the start of the meeting. She advised of the possibility that the September 18th commission meeting would be canceled.

8. **ACTION ON ADJOURNMENT** (6:37:20) - Vice Chairperson Felesina moved to adjourn the meeting at 6:38 p.m. Commissioner Keeton seconded the motion. Motion carried 5-0.

The Minutes of the September 4, 2007 Carson City Parks and Recreation Commission meeting are so approved this 2nd day of October, 2007.

DONNA J. CURTIS, Chair