

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the January 7, 1997 Meeting
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A regular meeting of the Carson City Parks and Recreation Commission was held on Tuesday, January 7, 1997 in the Community Center Sierra Room, 851 East William Street, Carson City, NV at 6:00 p.m.

PRESENT: Chairperson Jay Meierdierck
Vice Chairperson George Chapman
Ken Elverum
Robert Kennedy
John McKenna
Larry Osborne
Susan Scholley
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Fran Smith, Recording Secretary
(PR 1/7/97 1-0000.5)

NOTE - Unless otherwise indicated each item was introduced by the Chairperson. Individuals speaking are identified following the heading of each item. 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 - Chairperson Meierdierck called the meeting to order at 6:00 p.m. A roll call was taken and a quorum was present although Commissioners Kennedy and McKenna had not yet arrived. (McKenna arrived at 6:02 p.m.)

B. APPROVAL OF MINUTES - Chairperson Meierdierck noted there had been an omission on Page 12 under future agenda items in the Minutes of the November 19, 1996 meeting that Commissioner Osborne had requested an item on amending the by-laws be placed on the next agenda. Commissioner Wright moved to approve the Minutes as amended. Commissioner Chapman seconded the motion. Motion carried 6-0-2. (Commissioner McKenna arrived as this was being discussed and did not vote.)

C. PUBLIC COMMENT - None.

AGENDA ITEMS

1. ACTION ON ELECTION OF OFFICERS FOR 1997 (CHAIRPERSON AND VICE CHAIRPERSON) - (1-0039.5) Commissioner Osborne nominated Commissioner Elverum for Chairperson. Commissioner McKenna seconded the nomination. Commissioner Chapman nominated current Chairperson Meierdierck for Chairperson. Commissioner Scholley seconded the nomination. Commissioner McKenna moved to close nominations. Commissioner Osborne seconded the motion. Motion carried 8-0. Chairperson Meierdierck then asked for a roll call vote which resulted in: Wright - Elverum; Osborne - Elverum; Scholley - Meierdierck; Chapman - Meierdierck; Elverum - Elverum; McKenna - Elverum; Meierdierck - Meierdierck. Commissioner Elverum was elected Chairperson by a 4-3 vote. Commissioner Meierdierck then passed the gavel to Chairperson Elverum.

Commissioner Kennedy arrived at 6:04 p.m.

Commissioner Wright then nominated Commissioner Kennedy for Vice Chairperson. Commissioner Osborne seconded the nomination. Commissioner McKenna moved to close nominations. Commissioner Scholley seconded the motion. Motion carried 8-0. Chairperson Elverum called for a vote and Commissioner Kennedy was elected Vice Chairperson 8-0.

2. REVIEW AND POSSIBLE ACTION ON CHANGES TO THE COMMISSION BY-LAWS, SPECIFICALLY SECTION 1, MEETINGS - (1-0091.5) Commissioner Osborne had requested this item. He

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noted that several meetings in the past year have not had action items but merely informational items. He said the NRS requires that the Commission meet at least four times per year and CCMC requires the Commission to conduct one regular meeting each month. He expressed his belief that the by-laws are unwieldy because they require meeting twice per month whether or not it is necessary. He added that the by-laws also state special meetings can be called at any time by the Chairperson in the event there are things that have to be taken care of as soon as possible. He said as it currently stands staff has to prepare for two meetings whether or not the second meeting is required. He wanted to go to the one required meeting and added it frees up the Commissioners and staff with the understanding if a second meeting is needed it can be held.

(1-0119.5) He then commented that the by-laws say if the Commission wants to make any changes they must do so at their next meeting. He noted that the next meeting is scheduled for January 21; however, he was not sure there would be a quorum then because that is the night of the City's welcoming reception for the State Legislature. He added that he would be reluctant to make a motion at this meeting because he would not be at that meeting and preferred to take care of this at the first meeting in February. He added if the Commission or staff does not feel the January 21 meeting is necessary he would make a motion to be voted on at the first meeting in February.

(1-0143.5) Commissioner Meierdierck said the current by-laws call for twenty meetings per year. He added as he sees the workload there are numerous items that would warrant meeting twenty times. He noted that when the Commissioners signed on they were told it was a commitment of at least ten hours per month and that this should be taken into consideration. He also felt by meeting only once per month there are items that the Commission reviews and comments on where staff is asked to do additional research and it would take a month before staff can get back. He felt this would defeat the purpose of many of the activities in which the Commission is involved and for these reasons he was opposed to reducing the number of meetings.

(1-0161.6) Commissioner Scholley asked to hear staff's ideas on this as to the workload and turnaround time. Mr. Kastens commented that each time there is a meeting staff has to prepare staff reports, agendas, etc. He added that regardless of whether or not the Commission feels it should be once or twice per month staff will accommodate them. He added that this past year business was somewhat slower than in previous years but said one area of change, probably after July 1, will be when the funding from Question 18 will start. He said there are several major capital improvement projects which were proposed in the Question 18 scenario. He noted that when construction on a project starts or architects and engineers are hired sometimes a month is too long a time to go without meeting because things need to be kept moving along.

(1-0183.5) Mr. Kastens felt if the Commission is going to reduce the number of meetings he should caution them that if the Chairperson or himself feel there is a need for a special meeting they should not be challenged on that decision. He said there are times when issues come before the Commission then have to be taken on to the Planning Commission or the Board of Supervisors. He said applicants become frustrated when they have a project that takes too long to go through the process. He also explained that the Commission has the Sierra Room reserved for the two meetings per month and should they go to the single meeting and then decide to have a special meeting they probably would not be able to get the room back. He added that the recording secretaries might be involved with other committees and commissions and would not be available for special meetings. He said several years ago the Commission was meeting once per month and that they lasted for several hours which was when they went to twice per month and the meeting times became manageable. Commissioner Kennedy agreed with what Mr. Kastens had said. He felt that in the past year the Commission had met when they did not necessarily need to. He suggested that the Commission leave things as they are for now and then wait for several months to take a harder look to see if the two are actually needed. Commissioner Wright felt that July, August, and September would be the busiest months and perhaps all that needs to be done is slightly modify the by-laws to schedule two meetings but not require them. Commissioner Osborne said he could probably go along with that. He also said he had talked to Mr. Kastens before he brought it up because he wanted to get staff's input. He added he would like to see the Commission be productive rather than sit and listen and discuss but not take action. He felt that at each meeting there should be action items. Commissioner McKenna agreed with what Mr. Kastens had said and commented that in June, July, and August the Commission has only one meeting per month anyway. Chairperson Elverum said he liked the idea of scheduling two meetings but could appreciate having one occasionally cancelled. No formal action was taken.

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GENERAL DISCUSSION

1. Future Agenda Items from Commission Members - (1-0308.5) Commissioner Kennedy asked for an update on the workshop discussed at a previous meeting. Mr. Kastens reported he has been in contact with the non-profit organization and asked them if the two topics which had been identified were too much for one session and their response was that they would not be. He added he will be working with the non-profit to set up the workshop.

(1-0331.5) Commissioner McKenna wanted an agenda item for discussion and action as soon as possible on a commendation for the Parks and Recreation employees for their dedication and hard work in the past two weeks because of the weather. He felt without them the community would be a lot worse off than they are now.

(1-0339.5) Commissioner Meierdierck referred to Page 5 of the November 19 Minutes and asked if the City's contract arborist, Molly Sinnott, had submitted her report on the trees for the Northridge development. Mr. Fahrenbruch said the report has gone to the landscape architect and Commissioner Meierdierck asked if he knew the contents. Mr. Fahrenbruch said he and the arborist had a concern with the evergreens in the roundabouts. He noted that Landmark Homes had proposed six and two were what staff was recommending and Landmark had agreed to accommodate that. He added that a list of desirous trees for the City had been compiled and submitted to Rich Schock of SEA who is the landscape architect for Landmark.

(1-0371.5) Commissioner Meierdierck then mentioned Page 7 of the November 19 Minutes where it made reference to Public Works reviewing the ramp curb cuts on Northridge Drive and asked if they have commented on this. Mr. Fahrenbruch said they have been requested to review this and said staff needs to follow up to perhaps hurry them. Commissioner Osborne wanted it to be made clear he had not asked Public Works to review them but rather he had asked the developer if they had been submitted to Public Works and was told they had. He felt this was becoming a discussion on something that was not agendized and suggested if there is going to be more discussion it should be agendized. Chairperson Elverum asked Commissioner Meierdierck if he wished to redirect his comments and ask that this be agendized for a future meeting and Commissioner Meierdierck said yes.

2. Comments from Commission Members - (1-0391.5) Commissioner Meierdierck asked for an update on the Take Root Program. Mr. Fahrenbruch said the City had received five trees. Three were from private citizens and two were from City offices. He felt this could be a growing program and noted that many people had not been aware of it.

3. Status Reports from Commission Members - None.

4. Comments and Status Reports from Staff - (1-0415.5) Mr. Kastens referred to the Discover Us publication the Commission had received. He said this is the main program the Recreation Division uses to inform the community of the activities, facilities, and other things associated with Parks and Recreation. He added that it is included in the Capital City Focus publication and the Nevada Appeal. He also said copies are placed in the Recreation Division office in the Community Center, at the library, and several other places in the City. Commissioner Wright commented that it does not appear in the Gardnerville newspaper and suggested that it should be since many people from Douglas County use the Carson City facilities. Mr. Kastens said he would look into it. Commissioner Kennedy suggested sending them home with school children. Mr. Kastens explained how distribution had been handled in the past. However, he said there are times when cost dictates how much can be distributed and what can be produced.

(1-0461.5) At this point Mr. Kastens said he felt it was important for the Commission to understand the impact of the recent weather. He said the City has an organization called the Emergency Operation Center. He added that an event such as just happened is not a Public Works problem, not a Fire Department problem, and not a Sheriff's problem, but is a City problem. He said some City employees have been trained to work in certain functions in the event the Emergency Operation Center is called to help. He cited as an example that Mr. Fahrenbruch had spent several days in the field supervising crews in sandbagging and whatever else needed to be done. He added that he had also been in the field and then had been called in to work at the center. He also explained the functions that

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take place there. He noted it had turned into a 24 hour operation for two days. He said the Community Center was open and staffed by Recreation Division employees as a shelter, and assisting the Red Cross and Salvation Army. He said the majority of the employees from the Cemetery Division, the Building Maintenance Division, and the Parks Division all became whatever they needed to be in order to facilitate the needs of the community. He commented that the Parks Division is still somewhat in that mode but are now able to concentrate on cleanup efforts at park facilities. He stated for the record that he is very proud to be an employee of the City and very proud of the way the City responded. He noted that the parks facilities sustained minimal damage, although the trees took a beating not so much from the flood but from the snowstorm at Christmas. He also said the creek at the Fairgrounds had run over its banks but the structures were not damaged. He added that the exhibit hall is currently housing approximately thirty Nevada Division of Forestry inmate crews. Mr. Fahrenbruch said some of his people plowed streets, assisted the Street Department, and ran graders. Mr. Kastens also noted that the Parks Division and Cemetery Division have the responsibility of keeping all public parking lots and sidewalks at City facilities accessible to employees and the public. He also described the equipment the Parks Division was able to purchase in recent years for this type of work.

(1-0619.5) Commissioner Wright asked about the conditions at Camp Carson and Mr. Fahrenbruch said the water was all the way to the road. Chairperson Elverum said he had been out there and saw a tree topple because of the force of the water. Commissioner Wright said he had lost approximately twenty percent of trees on his property. Mr. Fahrenbruch reported that the FEMA people were here and the contract arborist had to do a quick evaluation of the damage the trees had sustained for them. He said thirty to forty trees in the parks were lost and noted that there will also be a lot of corrective pruning which will take a long time.

(1-0661.5) Mr. Kastens reported that the Junior Ski Program would start on January 12. He said there are over 300 signed up. He also said the Youth Basketball Program has started.

There being no further business Chairperson Elverum entertained a motion to adjourn. Commissioner McKenna moved to adjourn. Commissioner Osborne seconded the motion. Motion carried 8-0. Chairperson Elverum adjourned the meeting at 6:45 p.m.

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The Minutes of the January 7, 1997 meeting of the Carson City Parks and Recreation Commission

ARE SO APPROVED _____, 1997

Ken Elverum, Chairperson