A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, June 1, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chair Steve Lasco
Commissioner Charles Adams
Commissioner Janice Brod
Commissioner Randy Carlson
Commissioner Sean Lehmann
Commissioner Pete Livermore
Commissioner James Smolenski
Commissioner Todd Westergard
Ex-Officio Commissioner Molly Walt

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Mitch Ames, Community Center Operations Manager
Kristin Luis, Senior Deputy District Attorney
Deborah Gottschalk, 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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER AND DETERMINATION OF QUORUM (5:30:00) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Westergard arrived at 6:02 p.m.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:17) - Ms. Mally introduced herself for the record and asked why there is no busing available for the children to go to the Boys and Girls Club, why the fees are expensive, what plans are in the works in regards to the Adams Trust funds. She also made suggestions as to what the money can be used for (indoor ice skating rink, indoor soccer field or tennis court) in order to keep the kids off the streets, prevent gangs and have year round facilities. Chairperson Curtis offered to speak with Ms. Mally at a different time, since this item was not on the agenda, and discussed some of the programs the Parks and Recreation Commission is trying to obtain for the youth in the community. Ms. Mally asked why there cannot be an extension of the Boys and Girls Club located at the old facility on Stewart Street since the new facility is not centrally located in town. Commissioner Adams offered to meet with Ms. Mally to further discuss her concerns and issues. Vice Chairperson Lasco suggested Ms. Mally attend the Board of Supervisor meeting to voice her concerns regarding the Adams Trust Fund. Commissioner Carlson suggested Ms. Mally attend the next School Board meeting because busing the children after school would be a School Board function.

1. ACTION ON APPROVAL OF MINUTES - May 4, 2010 (5:38:36) - Motion was made, seconded, and carried 8-0 to approve the minutes as presented.

2. MODIFICATIONS TO THE AGENDA (5:38:59) - None.

3. STAFF UPDATES:

3-A. PONY RIDE VENDOR AT CARSON CITY FAIRGROUNDS (5:39:11) - Chairperson Curtis introduced this item. Mr. Moellendorf spoke about Lorie's Pony Express. Commissioner Livermore suggested to work her operation through the Foundation for the Betterment of Parks and Recreation. Mr. Fahrenbruch spoke about Lorie's Pony Express and suggested a possible location at the Carson City Fairgrounds. Mr. Fahrenbruch went over the conditions of the contract with the Commission. Commissioner Livermore further described the pony ride, and the benefits of the pony ride for the community. Mr. Moellendorf informed the Commission that a staff person would be there to watch the operation of the Pony Express.

3-B. ADOPT-A-PARK PROGRAM (5:52:01) - Chairperson Curtis introduced this item. Mr. Fahrenbruch discussed the program and informed the Commission on the status. Mr. Fahrenbruch stated there were a total of 15 applications received and made recommendations on how to designate which applicant would be most suitable for each park. Mr. Fahrenbruch stated hats and vests are on order, special recognition signs for the volunteer groups are being developed, and there will be an orientation for the volunteers. Mr. Fahrenbruch stated they will try to assign the volunteers to the park of their preference.

3-C. MORGAN MILL ROAD RIVER ACCESS AREA RIBBON CUTTING EVENT (5:59:13) - Chairperson Curtis introduced this item, and Mr. Moellendorf went over documents provided to the Commission and staff. Mr. Moellendorf stated the event was very successful. (Commissioner Westergard arrived 6:02 p.m.) Commissioner Livermore commented on the event and on the benefits of the aquatic trail.

3-D. INDOOR RECREATION/SPORTS NEEDS ASSESSMENT SURVEY (6:05:42) - Chairperson Curtis introduced this item. Mr. Moellendorf provided background information, gave an update, stated the survey is completed, and that results of the survey will be available at the next commission meeting. Mr. Moellendorf stated there were 782 respondents, 380 online English surveys, 4 online Spanish surveys, 370 English paper surveys and 28 Spanish paper surveys. Mr. Moellendorf stated there was a very good outreach effort to get these surveys distributed to the public.

4. AGENDA ITEMS:

4-A. PRESENTATION AND DISCUSSION ONLY REGARDING A COOPERATIVE EFFORT BETWEEN THE CITY AND MUSCLE POWERED TO PURSUE A DESIGNATION FOR CARSON CITY AS A "BICYCLE FRIENDLY COMMUNITY" BY THE LEAGUE OF AMERICAN BICYCLISTS (6:08:49) - Chairperson Curtis introduced this item, and Mr. Moellendorf invited Muscle Powered President Jeff Moser to the meeting table. Mr. Moser spoke on the benefits of the bike trails, and the benefits of being in the national directory of the League of American Bicyclists. Mr. Moser informed the Commission that Muscle Powered is in the process of applying and there is no guarantee of obtaining recognition by the League. Mr. Moser stated the League would determine the City's status level, i.e., platinum, gold, silver or bronze, and anticipates receiving the determination by spring 2011. Mr. Moser informed the Commission there is a website with a directory of recognized bicycle friendly communities and there are no cities in Nevada yet recognized by the League. Mr. Moser stated this would be a great achievement for Carson City and hopes this will encourage other cities in Nevada to become more bicycle friendly.

4-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF A LETTER FROM MAYOR BOB CROWELL TO GENNY WILSON, DISTRICT RANGER, FOR THE CARSON RANGER DISTRICT OF THE HUMBOLDT-TOIYABE NATIONAL FOREST INDICATING SUPPORT BY THE BOARD OF SUPERVISORS FOR THE PROPOSED ASH CANYON TO KINGS CANYON TRAIL PLANNED ON FOREST SERVICE PROPERTY ALONG THE CARSON RANGE WEST OF CARSON CITY (6:20:48) - Chairperson Curtis introduced this item and Mr. Moellendorf elaborated on the documentation provided to the Commission and staff. Muscle Powered Board Member Jeff Potter introduced himself and offered to answer any questions. Commissioner Brod commented on the May 12, 2010 meeting and thanked Muscle Powered representatives for all their efforts. Mr. Potter stated the trail can take up to three years to complete due to rough terrain, lack of manpower, and a lot of clearing to complete. Mr. Moellendorf stated he will see if there is any available grant money per the request of Chairperson Curtis. Mr. Moellendorf stated he will look into the possibility of using prison crews to assist with the clean up efforts on the trail development per the request of Commissioner Livermore. **Commissioner Livermore moved for approval of item 4-B to authorize the Mayor to sign the letter to Genny Wilson. The motion was seconded and carried 9-0.**

4-C. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE PARKS AND RECREATION DEPARTMENT'S TENTATIVE FISCAL YEAR 2010/11 ANNUAL BUDGET (6:29:57) - Chairperson Curtis introduced this item, Mr. Moellendorf read a written statement and reviewed the staff report. A copy was provided for the record. He informed the committee of the General Fund accounts, including the Q18 Capital and the RCT account, and that there is an overall $1.3 million reduction in the budget. The reduction is in two parts: $900,000.00 in budget cuts and a $400,000.00 reduction in revenues from the previous year. He also stated they are down about 7 full-time employees from the previous year and it is going to be a very challenging budget year in regards to providing the same service levels. In response to a question, Mr. Moellendorf clarified most budget changes are in personnel reductions. Commissioner Livermore anticipates taxable sales increasing with the opening of Kohl's department store. In response to a question by Commissioner Walt, Mr. Moellendorf defined and explained the duties of the Internal Finance Committee. Mr. Moellendorf pointed out there was a reduction of $100,000 to the swimming pool budget in hours of operation and services, but there has not been a huge negative effect in revenues. In response to a question, Mr. Moellendorf clarified the budgeted funds for the new gym. Chairperson Curtis inquired as to the $120,000 allocation to the Boys and Girls Clubs and how that money is spent. Mr. Moellendorf stated the $120,000 for the Boys and Girls Clubs is for operations and maintenance. The Board of Supervisors approved the money without any constraints knowing it would be spent on operations and maintenance. The Board of Supervisors informed the Boys and Girls Clubs that the money is not going to be routinely funded for them but they would have to request it annually. Mr. Moellendorf stated that, due to the budget situation, the Boys and Girls Club was approved for $100,000. Commissioner Walt clarified the Boys and Girls Clubs had to apply and be approved for the community grant, and to follow the same guidelines as any other agency. Commissioner Westergard stated his concerns with regard to using the supplemental resources to fund the budget. Additional discussion followed.

Chairperson Curtis called for public comment, and, when none was forthcoming, entertained a motion. **Commissioner Livermore moved to approve the Parks and Recreation Department's Tentative Fiscal year 2010/11 Annual Budget. Commissioner Smolenski seconded the motion. Motion carried 9-0.**

4-D. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS ADOPTION OF A NEW RESOLUTION REGARDING FEES AND CHARGES RELATING TO RECREATION PROGRAMS, FACILITY RENTALS, AND RESERVATIONS (7:50:36) - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the staff report. In response to a question, Mr. Moellendorf stated the only two programs that are at less than 100% cost recovery are the Aquatic Facility and the Theater. Discussion followed. Commissioner Walt inquired about the cost of events at the theater or aquatic facility by the local schools, if there are any missed opportunities to generate more income for Parks and Recreation. Vice Chair Lasco commented that if it is expected of the citizens to pay 100% cost recovery to use the gym, than anyone using the theater or aquatic facility should pay 100% cost recovery; cost recovery should be equally applied. In response to a question, Mr. Moellendorf stated the increase in fees will cover the direct cost of the services provided in order to make the programs self sufficient. Discussion followed.

Chairperson Curtis called for public comment. Ms. Mally asked if the Brewery Arts Center staff/volunteers can come assist with programs at the theater to cut down overhead or cost. She suggested that increased fees will decrease participation, and expressed concern that "places are not being used to the capacity they are designed for."

Chairperson Curtis called for additional public comment and, when none was forthcoming, entertained a motion. **Vice Chairperson Lasco moved to approve adoption of a new resolution regarding fees and charges relating to recreation programs, facility rentals, and reservations. The motion was seconded, and carried 7-1.**

5. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (8:53:45) - None.

5-A. REPORT FROM SCHOOL BOARD LIAISON (8:54:04) - Commissioner Carlson commented that the school system has some opportunity for providing volunteers, the biggest issue is finding out from Park and Recreation Department staff what is needed and how to manage the volunteers. Vice Chair Lasco gave a status update on the student intern position.

5-B. REPORT ON COMMISSION GOALS (8:57:45) - None.

6. FUTURE AGENDA ITEMS - None.

7. ACTION ON ADJOURNMENT (8:59:21) - Commissioner Smolenski moved the adjourn the meeting at 9:01 p.m. The motion was seconded and carried 8-0.

The Minutes of the June 1, 2010 Parks and Recreation Commission meeting are so approved this 3rd____ day of August, 2010.

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DONNA CURTIS, Chair