

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 4, 2011 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, October 4, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Steve Lasco
Vice Chairperson Molly Walt
Commissioner Chuck Adams
Commissioner Janice Brod
Commissioner Donna Curtis
Commissioner Sean Lehmann
Commissioner James Smolenski
Commissioner Todd Westergard
Commissioner Joanna Wilson

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Vern Krahm, Park Planner
Ann Bollinger, Natural Resource Specialist
Tamar Warren, 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 (5:34:39) – Chairperson Lasco called the meeting to order at 5:35 p.m. He also indicated that the previous meeting had failed to meet the revised standards of the Nevada Open Meeting Law; therefore, the August 2, 2011 meeting had to be reagendized. Chairperson Lasco clarified that per Legal Council's advice, public comment would be solicited at the start of the meetings, after each agenda item, and at the end of the meetings, prior to adjournment. He also addressed meeting decorum, advising that commission adhere to Roberts Rules of Order. He suggested that each member of the Commission not speak out of turn, and wait to be recognized by the Chair first. He also advised against side conversations that could become disruptive, and suggested turning off cell phones prior to the start of the meetings, as outside communications "could conceivably violate the open meeting law if outside persons are communicating with commissioners on discussion topics". Vice Chairperson Walt stated that she would not turn off her phone, but gave her word that she would not receive outside communication regarding the Commission meetings. She added that as a mother of four, she had to be accessible to her children when needed. Chairperson Lasco requested that commissioners leave the meeting room when taking a phone call. Commissioner Lehmann stated that he used his Smartphone to access the meeting agenda and supporting material, instead of printing all the pages.

ROLL CALL AND DETERMINATION OF QUORUM (5:39:20) – Roll was called; a quorum was present.

CITIZEN COMMENTS (5:39:44) – Chairperson Lasco introduced the item. Jim Shirk thanked the Commission for allowing the September 11 commemorative I-beam to be placed in its current location "without coming to the board for their approval". He added that a permanent location, in front of the Community Center, had been selected for the placement of the I-beam, and wished to have community input for the design and artist's rendering. Mr. Shirk wanted to know how much space could be dedicated to the memorial and wished the item to be placed on next meeting's agenda for discussion. Chairperson Lasco stated that the item could be placed on the November meeting agenda. In response to Vice Chairperson Walt's question, Mr. Shirk clarified that the proposed location was voted on by the five individuals who were responsible for bringing the I-Beam to Carson City.

1. ACTION ON APPROVAL OF MINUTES (5:45:15) – Vice Chairperson Walt moved to approve the minutes of March 27, 2010 and September 7, 2010. The motion was seconded by Commissioner Adams. Motion carried 9-0. Vice Chairperson Walt moved to approve the minutes of the August 2, 2011 meeting as amended. The motion was seconded by Commissioner Smolenski. Motion carried 8-1. Ms. Russom advised that since the

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September 7, 2011 meeting was in violation of the Open Meeting Law, the Chair could entertain a motion to adopt those minutes into tonight's record so that they "would tag along" with this meeting or with each agenda item. **Vice Chairperson Walt moved to adopt the September 2, 2011 minutes into tonight's meeting record. The motion was seconded by Commissioner Smolenski. Motion carried 9-0.**

2. MODIFICATIONS TO THE AGENDA (5:49:18) – In response to a question by Commissioner Smolenski, Mr. Moellendorf suggested following the agenda as is.

3. STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION

A. UPDATE REGARDING SEPTEMBER 11TH MEMORIAL SERVICES THAT WERE HELD AT THE PONY EXPRESS PAVILION AND MILLS PARK ON SUNDAY, SEPTEMBER 11, 2011. Chairperson Lasco introduced the item. Mr. Moellendorf updated the Commission on the September 10, 2011 Boys and Girls Club annual fund raiser barbecue. He added that a September 11 memorial service was held by the Capital Baptist Church at the Pony Express Pavilion, was very well-attended, and was followed by the placement of the commemorative I-beam. Mr. Moellendorf stated that Governor Sandoval, Mayor Crowell, Sheriff Furlong, and Fire Chief Giomi had attended the very moving memorial.

4. AGENDA ITEMS

A. FOR POSSIBLE ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS ACKNOWLEDGEMENT OF TWO REPORTS FOR THE NEVADA STATELINE-TO-STATELINE BIKEWAY PROJECT: 1) THE COMPLETION OF THE FEASIBILITY STUDY, AND 2) THE DECISION NOTICE AND FINDING OF NO SIGNIFICANT IMPACT FOR THE SOUTH DEMONSTRATION PROJECT ENVIRONMENTAL ASSESSMENT. (5:53:10) – Chairperson Lasco introduced the item. Ms. Bollinger reminded the Commission that both the Feasibility Study and the Environmental Assessment for the South Demonstration Project had previously been before the Commission. She also stated that the Commission's comments had been forwarded to the Board of Supervisors (BOS), which was in agreement with the proposed alignments. Ms. Bollinger then introduced Karen Mullen, Co-Project Manager of the Stateline to Stateline Bikeway. Ms. Mullen indicated that the Feasibility Study had been completed and a report was posted on <http://www.nvtahoebikeway.com>. She reviewed the area maps and showed both Alignment A and Alignment B proposed routes, and stated that Alignment B had been chosen as the most favorable alignment, based on comments received from the Commission and the public. Ms. Mullen added that they were "moving forward on the project with full design and permitting", and thanked the Commission for their support. In response to a question by Commissioner Wilson, Ms. Mullen clarified that Carson, Douglas and Washoe counties were part of the original legislation authorized and voted upon, and had entered into a Memorandum of Understanding (MOU) to work together. Chairperson Lasco thanked Ms. Mullen and stated that he preferred Alignment B as well. **Vice Chairperson Walt moved to recommend to the BOS acknowledgement of two reports for the Nevada Stateline to Stateline Bikeway project. The motion was seconded by Commissioner Brod. Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0.**

B. DISCUSSION ONLY ON TWO PROJECTS: 1) THE NEVADA STATELINE-TO-STATELINE BIKEWAY PROJECT, NORTH DEMONSTRATION PROJECT DRAFT ENVIRONMENTAL ASSESSMENT, AND 2) THE SR 28 CORRIDOR MANAGEMENT PLAN. (5:59:55) – Chairperson Lasco introduced the item. Ms. Bollinger gave background on the North Demonstration project and indicated that there would be an environmental assessment for this project as well, and upon completion, would be presented to the Commission for comments. Ms. Mullen explained that she was the Co-Project Manager with two others. She noted the highway congestion from Incline Village to Sand Harbor, and stated that the issue was being addressed, along with the project. Ms. Mullen stated that parking issues and a separated bikeway were being considered, from the Ponderosa Ranch area to Sand Harbor. She noted the challenges in the Rocky Point area, and said that a tunnel under the highway was also being considered to alleviate residents' concerns. Ms. Mullen added that they had done extensive public outreach and were soliciting comments now. As for the Corridor Management Program on Highway 28, Ms. Mullen indicated that they are considering shuttle programs, and are evaluating some parking improvements. Chairperson Lasco stated that he preferred

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Alternative A due to its superior lake views. Ms. Mullen also reported that they had received a \$2 Million grant for the North Demonstration Project, \$2.5 Million for the South Demonstration Project, and a Nevada State Parks Recreational and Trails grant for \$199,405 for trailhead and restroom facilities. She added that they would continue to apply for grants for funding the two demonstration projects. In response to Commissioner Curtis' question, Ms. Mullen explained that they were "a little bit over half way" in raising funds for the South Demonstration Project and "approximately one third of the way" on the North Demonstration Project. She also responded to Commissioner Wilson's question by explaining that the state legislation had been written for Carson, Washoe, and Douglas counties, resulting in the agreed-upon funding allocations. Ms. Mullen added that the Commission would recommend to the BOS to allocate the funding for the North and South Demonstration Projects. In response to Commissioner Lehmann's question, Ms. Mullen explained that the way the law was written, the funds would go to the counties, but specifically for the Tahoe Bikeway Project, in that specific county

C. FOR POSSIBLE ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE FUNDING ALLOCATIONS OF APPROXIMATELY \$1,975,106 TO DOUGLAS COUNTY AND \$1,625,422 TO WASHOE COUNTY FROM THE VOTER-APPROVED STATE QUESTION 1 FOR THE TAHOE BIKEWAY AND ALLOCATED TO DOUGLAS COUNTY, WASHOE COUNTY, AND CARSON CITY. (6:25:41) – Based on the discussion concerning agenda item 4B, Commissioner Smolenski moved to recommend to the BOS approval of the funding allocations of approximately \$1,975,106 to Douglas County, and \$1,625,422 to Washoe County from the voter-approved State Question 1, for the Tahoe Bikeway and allocated to Douglas County, Washoe County, and Carson City County. The motion was seconded by Vice Chairperson Walt. Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0.

D. FOR POSSIBLE ACTION TO APPROVE AND RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS AMENDMENTS TO THE UNIFIED PATHWAYS MASTER PLAN (UPMP) MAP BASED ON THE CARSON CITY FREEWAY CORRIDOR MULTI-USE PATH ALIGNMENT ALTERNATIVES STUDY'S PREFERRED ALIGNMENT AND ON COMPLETED OFF-STREET AND ON-STREET CONNECTIVITY PROJECTS ADJACENT TO THE FREEWAY CORRIDOR. (6:28:28) – Chairperson Lasco introduced the item. Mr. Moellendorf pointed out that items 4D, 4E, 4F and 4G were discussed during the August 2, 2011 meeting, and that they were being re-discussed in order to comply with the Open Meeting Law. He suggested expediting the Staff Reports, since the meeting minutes, approved tonight, included the Commissioners' comments. Mr. Krahn gave background on the Unified Pathways Master Plan (UPMP), and illustrated the existing and planned paths on a map, incorporated into the record. He also referred to the Commissioners' packets, incorporated into the record, which outlined the phases that would provide possibilities for grants. Mr. Krahn also read the following excerpts from the August 2, 1011 minutes: "In response to a question by Chairperson Lasco, Mr. Macquarie clarified that the "NDOT blessed parallel trail to Carson Street" would be built along with the freeway. Commissioner Brod inquired about opposition to the alignment on the west side, because of the trail's proximity to the neighborhoods. "Mr. Macquarie explained that many property owners were concerned about safety and the decrease in their property values. However, he stated, studies had shown the opposite was the case. He gave the example of "people who lived along the path built on the north end of the freeway", who had installed gates in their backyards to access the path." In response to two questions by Vice Chairperson Walt, Mr. Krahn explained that the bicycle riders would cross Highways 50 and 395 at lights, whereas at Clearview and Koontz, a crosswalk would be used. He also clarified that the gates indicated on the plan were to allow the Lompas access to water. Discussion ensued regarding the use of the gates and the use of cattle guards. **Commissioner Smolenski moved to approve and recommend to the Planning Commission and to the Board of Supervisors, amendments to the Unified Pathways Master Plan (UPMP) map based on the Carson City Freeway Corridor Multi-Use Path Alignment alternatives study's preferred alignment and on completed off-street and on-street connectivity projects adjacent to the freeway corridor. The motion was seconded by Vice Chairperson Walt. Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0,**

E. DISCUSSION ONLY REGARDING THE LEAGUE OF AMERICAN BICYCLE FRIENDLY COMMUNITY. (6:51:21) – Chairperson Lasco introduced the item. Mr. Krahn gave background, and reported that they had received the Bronze Level designation. He stated that City Staff and Muscle Powered had written a letter to the

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League of American Bicycle-Friendly Community, addressing their concerns. Mr. Krahm referred to the material in the Commissioners' packets, incorporated into the record, which included the League's response. He suggested reapplying for the designation after the issues were addressed.

F. PRESENTATION BY COMMISSIONER SEAN LEHMANN REGARDING A VIDEO HE PRODUCED AS PART OF AN APPLICATION TOWARDS A "RUNNER FRIENDLY COMMUNITY."

(6:54:52) – Chairperson Lasco introduced the item. Commissioner Lehmann reminded the Commission member that they would be able to view the video, under the search heading "Carson City, Nevada, a Runner Friendly Community", that he had created, to showcase Carson City as a runner-friendly community, on www.youtube.com. He also announced that Carson City had been selected by the Road Runner Club of America as a Runner Friendly Community. Commissioner Lehmann stated that a plaque was being mailed shortly. He pointed out that the Mayor had suggested duplicating the plaque and placing copies at certain trailheads. He also suggested placing mile markers along certain trails. Commissioner Lehmann explained that runner-friendly businesses could place decals on their windows or use the logo on their web pages. Commissioner Walt suggested sending the logo to the Carson City Convention and Visitors' Bureau. Chairperson Lasco thanked Commissioner Lehmann for his efforts.

G, FOR POSSIBLE ACTION REGARDING RECOMMENDING A JOINT USE AGREEMENT INCLUDING A PROPOSED BUDGET BETWEEN THE CITY OF CARSON CITY AND THE BOYS AND GIRLS CLUB OF WESTERN NEVADA GOVERNING THE USE OF THE MULTI-PURPOSE ATHLETIC COMPLEX PROPOSED TO BE BUILT ON BOYS AND GIRLS CLUB OF WESTERN NEVADA PROPERTY ALONG RUSSELL WAY.

(6:57:50) – Chairperson Lasco introduced the item. Mr. Moellendorf read the Staff Report, the MAC use report and budget, all incorporated into the record. He also read the commissioner comments included in the August 2, 2011 meeting minutes. Commissioner Curtis reminded Mr. Moellendorf of her request to have the walking path accessible to the public during the hours that the facility was open. Mr. Moellendorf reminded the Commission that this agenda item was being revisited because of the Revised Open Meeting Law violation, and therefore the agreement at hand was not an amended one, but was one that was addressed during the previous meeting. Ms. Russom clarified that because of the violation, the August agenda items would have to be re-addressed "as if the previous meeting didn't happen".

(7:02:09) – Commissioner Wilson excused herself and left to attend her son's concert. She indicated that she would return after the concert.

(7:02:30) – Mr. Moellendorf explained that Exhibit A was a draft "Joint Use Facilities Agreement"; Exhibit B contained a draft Multi-purpose Athletic Complex (MAC) Use spreadsheet; Exhibit C showed the MAC Proposed Budget; and Exhibit D presented the MAC Conceptual Site Plan. He added that Exhibits B and C had been amended, per the handout, incorporated into the record. Mr. Moellendorf then read the contents of the previously-mentioned exhibits, the comments, and the motion included in the August 2, 2011 meeting minutes. Ms. Russom explained that because the August 2, 2011 meeting minutes had not been adopted nor approved at this point, therefore the Staff Reports read tonight could not be altered to reflect the already-discussed suggestions. Chairperson Lasco invited members of the Boys and Girls Club (BGC) to comment.

(7:15:25) – Jason Woodbury, Boys and Girls Club of Northern Nevada Board Member, gave background and explained the understanding between the City and BGC, and stated that their priority was to get a gym. He stated that they viewed the City as a partner and hoped that the City viewed them as a partner also. He hoped that the Commission understood that money was the hardest thing for them to come up with. He claimed that they would accept certain modifications such as owning and maintaining the parking lots and the fields, and the reduction of their hours, such as using the gym from noon until 6 p.m. instead of the originally requested 10 a.m. start time. He also suggested restricting their use to one of the two gyms. Mr. Woodbury also stated that use of their facility would not be restricted to the Parks and Recreation Department, but would allow "City use" of the facility. He added that they had entertained the idea of paying \$20,000 per year for the use of the gym, but indicated this was a "stretch" and contemplated Question 18 funds. In response to Vice Chairperson Walt's question, Mr. Woodbury stated that they would prefer a joint-use agreement to any other alternative.

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Commissioner Lehmann and Chairperson Lasco agreed that the Commissioners should hear item 4H prior to making a decision. Mr. Moellendorf reiterated the importance of the relationship with the BGC to the Parks and Recreation Staff.

Commissioner Wilson Returned at 8 p.m.

H. FOR POSSIBLE ACTION TO RECOMMEND REJECTION OF THE PROPOSED JOINT USE AGREEMENT BETWEEN THE CITY OF CARSON CITY AND THE BOYS AND GIRLS CLUB OF WESTERN NEVADA AND RECOMMEND APPROVAL OF A FACILITY RENTAL CONCEPT WITH THE BOYS AND GIRLS CLUB FOR THE PROPOSED MULTI-PURPOSE ATHLETIC COMPLEX. (7:30:49) – Mr. Moellendorf recommended abandoning the joint-use agreement with BGC and replacing it with a rental agreement for the use of the MAC. He suggested that Youth Sports of America (YSA) deal directly with the BGC without the City’s involvement. Mr. Moellendorf believed that they could work with the BGC to program the facility hours to benefit both the City and the BGC. In response to a question by Commissioner Adams, Mr. Moellendorf explained that the BGC hours would be reduced based on the \$20,000 rental fees the BGC could pay. In response to a question by Commissioner Curtis, Mr. Moellendorf explained that the Staff recommendation would be that a project of this nature would require General Fund support. He also agreed with Vice Chairperson Walt that none of their facilities could operate on a cost-recovery basis. Commissioner Lehmann stated that the City had not been “stingy” with the BGC, and believed that the MAC should be funded with Question 18 funds. Mr. Moellendorf clarified that capital construction costs were funded by Question 18. Commissioner Brod expressed her discomfort with making a decision tonight because she needed more information. Vice Chairperson Walt believed that approving this agenda item “would keep the conversation going”. **Vice Chairperson Walt moved to recommend rejection of the proposed joint use agreement between the Boys and Girls Club of Western Nevada and recommend approval of a facility rental concept with the Boys and Girls Club for the proposed Multi-Purpose Athletic Complex concept. The motion was seconded by Commissioner Curtis.**

Commissioner Curtis advised against discussing cost recovery for other facilities at the BOS meeting. Commissioner Wilson received clarification that this vote was about a rental concept. Mr. Moellendorf clarified for Commissioner Lehmann that the same rental fee structure would apply to anyone renting the facility. Discussion ensued regarding fees. **Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0.**

I. FOR POSSIBLE ACTION TO RECOMMEND AN OPERATIONS BUDGET FOR THE PROPOSED MULTI-PURPOSE ATHLETIC COMPLEX PROJECT. (8:23:20) – Chairperson Lasco introduced the item. Mr. Moellendorf advised that since this was a possible action item, he recommended not taking action at this time. Commissioner Lehmann received clarification that the Commission would vote on this item when the budget was better defined.

J. FOR POSSIBLE ACTION TO RECOMMEND APPROVAL TO THE BOARD OF SUPERVISORS AN “AMENDED OPTION AGREEMENT” BETWEEN THE BOYS AND GIRLS CLUB OF WESTERN NEVADA AND THE CITY OF CARSON CITY FOR THE PURCHASE OF BOYS AND GIRLS CLUB PROPERTY ALONG RUSSELL WAY FOR THE PURPOSE OF BUILDING A RECREATION CENTER (MULTI-PURPOSE ATHLETIC COMPLEX). (8:25:10) – Chairperson Lasco introduced the item. Mr. Moellendorf gave background and referred to Exhibit A, incorporated into the record. He iterated the Staff recommendation of retaining Parcel 1, while the BCG maintained ownership of the Parking lot, the landscaping, and the courts. He believed that owning the parking lot could be advantageous for the BGC. Commissioner Curtis received clarification that future expansions would not create issues. **Commissioner Curtis moved to recommend approval to the Board of Supervisors an “amended option agreement” between the Boys and Girls Club of Western Nevada and the City of Carson City, for the purchase of Boys and Girls Club Property along Russell Way for the purpose of building a recreation center (Multi-Purpose Athletic Complex). The motion was seconded by Commissioner Adams.**

Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0. Mr. Moellendorf thanked the Commission for their patience. Commissioner Adams wanted to make certain they worked closely with the Boys and Girls Club by making concessions and wanted to pass that message on to the Board of Supervisors.

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K. FOR POSSIBLE ACTION TO CHANGE THE DATE OF THE PARKS AND RECREATION COMMISSION MEETING IN NOVEMBER OF 2012 TO TUESDAY, NOVEMBER 20, 2012. (8:38:45) –

Chairperson Lasco introduced the item. Mr. Moellendorf explained that November 23, 2012 was the day of the general elections and this building would be used as a polling site. Discussion ensued. **Vice Chairperson Walt moved to cancel the meeting of November 6, 2012. The motion was seconded by Commissioner Smolenski. Chairperson Lasco called for public comments and when none were forthcoming, a vote. Motion carried 9-0.**

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (8:41:32) – Chairperson Lasco introduced the item. Commissioner Curtis requested an update on the dog park at Fuji Park. She also announced that the Carson Area Wellness Coalition had a “Let’s Move” workshop to create a task force, and hoped that Carson City would become a “Let’s Move” City. She believed that the walking track could be used for that purpose. Commissioner Curtis reminded the Commission that “the 10 percent set aside for transportation enhancements money” could be cut. She suggested calling the legislators to object. Chairperson Lasco encouraged everyone to read the article on “the fee park amenities”, to see if revenue could be generated here as well. Commissioner Lehmann wanted an update on the ice rink. Vice Chairperson Walt asked Commissioner Wilson to find out why a bike lane was not present on 5th Street, near Carson River Road and Hells Bells Road. Mr. Moellendorf also offered to look into it. Vice Chairperson Walt thanked Staff on behalf of AYSO for all their support.

A. REPORT FROM SCHOOL BOARD LIAISON. (8:47:30) – Commissioner Wilson advised that they broke ground at Empire School and the final design had been completed for the Eagle Valley Middle School gym. She also announced that \$9.2 Million in reimbursements had been received from NV Energy. She also stated that on Saturday, October 8, 2011, a model airplane event would take place for the students to explore and build model airplanes at the Carson City Airport. Chairperson Lasco announced that October 15, 2011 was children’s free fishing day at Baily Pond in Fuji Park, sponsored by the Lions’ Club.

6. FUTURE AGENDA ITEMS. (8:51:02) – Chairperson Lasco introduced the item. Mr. Krahn said that the Carson River Park project was up for bid, and that he would update the Commission at the next meeting.

7. ACTION ON ADJOURNMENT (8:52:33) – **Commissioner Smolenski moved to adjourn. The motion was seconded by Vice Chairperson Walt. The meeting was adjourned at 8:55 p.m.**

The Minutes of the October 4, 2011 Parks and Recreation Commission meeting are so approved this 1st day of November, 2011.

STEVE LASCO, Chair