

**PARKS AND RECREATION COMMISSION
STAFF REPORT**

MEETING DATE: January 2, 2013

AGENDA ITEM NUMBER: 4E

APPLICANT: Roger Moellendorf, Parks and Recreation Director
Vern L. Krahn, Park Planner

REQUEST: **For Possible Action:** To approve a planning process time frame for developing a site development plan for JohnD Winters Centennial Park.

GENERAL DISCUSSION: At the December 4, 2012, Parks and Recreation Commission meeting, the Commission requested an update on a time frame for developing a site development plan (Master Plan) for JohnD Winters Centennial Park (JDWCP). As a part of this agenda item, Parks and Recreation Department staff wanted to share with the newer members of the commission some background on staff's previous planning efforts and current use of the remaining Quality of Life Initiative (Question 18) funds allocated for JDWCP. These funds, along with staff time, have been used for the past couple of years for minor capital improvement projects to offset the loss in the department's operation and maintenance budget, for public safety improvements, for projects to improve the facility to retain sports tournaments, and to provide matching funds for grants. Staff believes this current use of funds and staff time has been a better use of City financial and employee resources instead of hiring and managing planning consultants to develop a site development plan (Master Plan) for the park.

- April 6, 2006** Parks and Recreation Master Plan adopted by the Board of Supervisors. This planning document identified various improvements to the JDWCP. (Exhibit A)
- Aug. 4, 2009** Parks and Recreation Department staff provided a detailed presentation to the Parks and Recreation Commission regarding the need for a site development plan for JDWCP. (Exhibit B)
- Aug. 19, 2009** City staff requested the City's Purchasing and Contracts Division to solicit Statements of Qualifications (SOQ's) from consultant teams for developing a site development plan (Master Plan) for JDWCP.
- Oct./Nov. 2009** City staff reviewed SOQ's and selected a consultant team for this planning project. Parks and Recreation Department staff reported back to the Parks and Recreation Commission on its progress at the November 3, 2009, meeting. (Exhibit C)
- Dec. 2009 to Feb. 2010** City staff continued to refine the project's planning scope of work and negotiate design fee with the consultant team.
- Jan/Feb. 2010** City staff began to work with Silver State Charter School staff and their consultant team to locate a site for a new high school at the park.
- Mar. 2, 2010** The Parks and Recreation Commission voted to "recommend to the Board of Supervisors a land transfer concept including the basic components of a joint use agreement with the Silver State Charter High School and Middle School to be located at JDWCP." (Exhibit D) It was noted in the minutes that Parks and Recreation Department staff was *"hesitant about pre-planning the Master Plan because they want to ensure that the components make sense in their relationships to each other."*

- Mar. 26, 2010** The consultant team presented the City with a \$156,800 fee proposal for design and planning services for the development of a site development plan for the park. At that time, the City only had \$103,567 (FY 08/09 – 1/12/10) available in the Quality of Life Initiative (Question 18) funds to pay for the project.
- May 4, 2010** The Parks and Recreation Commission voted to “recommend to the Planning Commission approval of a special use permit application for the Silver State Charter High School and Middle School to be located at JDWCP.” It was noted in these meeting minutes that “*staff is currently in negotiation with the consultant to adjust the scope of work relative to fees*” for the park’s site development plan. (Exhibit E)
- Summer, 2010** During this time period, both City staff and Silver State Charter School staff became increasingly concerned with the lending institution’s requirement that the school had to own the property so it could be used as collateral for the building loans. Another issue regarding property ownership was state requirements that there would be no reversionary clause in the land transfer agreements. In addition, City staff realized reaching an agreement with the consultant team on their design fees which would match the City’s available project funds was not going to be possible.
- Sept. 7, 2010** Early in the summer, City staff started having discussions with the local lodging properties about the possibilities of increasing the lodging room tax to fund very necessary improvements at JDWCP to retain tournaments. Parks and Recreation Department staff developed a list of projects for the both the Parks and Recreation Commission and lodging properties to review. This list was based on projects identified in the Parks and Recreation Master Plan for JDWCP, urgent maintenance needs, and the desire to make critical improvements that would retain sport tournaments in Carson City. The Commission voted to “recommend a project plan to the Board of Supervisors regarding the use of a proposed lodging room tax increase for improvements to the JDWCP athletic field complex.” It was noted in the minutes that Parks and Recreation Department staff felt, “*the urgent needs were some very necessary and basic improvements.....*” and “*was not part of the master plan to redesign the park.*” (Exhibit F)
- Sept., 2010** Silver State Charter School started looking for a different site for their school rather than JDWCP.
- Winter, 2010** Due to the past several years of budget cuts to the Parks and Recreation Department’s operation and maintenance budget and not having enough funds to hire a consultant team for developing the JDWCP site development plan, Parks and Recreation Department staff decided to use in-house City staff to design and develop the plan. In addition, staff felt it was necessary to start using the remaining Quality of Life Initiative (Question 18) funds for small capital improvement projects for user safety and retain sport tournaments, including the use of these funds to match future grants. The Parks and Recreation Master Plan for JDWCP was used to start identifying projects that could be submitted for possible grant opportunities.
- Late Fall, 2011** Linda Barnett, General Manager for the Hampton Inn and Suites, approached the Parks and Recreation Department staff with a possible new source for grants to make improvements at JDWCP. This grant source was the Nevada Commission of Tourism and Cultural Affairs (NCOT).

- Jan. 20, 2012** Parks and Recreation Department submitted two grant applications to NCOT for new scoreboards and ADA/Site Amenities Improvements at the upper sports complex.
- Spring, 2012** Parks and Recreation Department staff began to make needed safety and fencing improvements to the upper sports complex using the Quality of Life Initiative (Question 18) funds in preparation for the 2012 tournament season.
- June 20, 2012** NCOT announced that Carson City received a grant for (4) new scoreboards.
- Aug. 31, 2012** Parks and Recreation Department submitted a grant application to Nevada State Parks for a Land and Water Conservation Fund grant application for ADA/Site Amenities Improvements at the upper sports complex.
- Nov. 5, 2012** Parks and Recreation Department staff submitted a nomination package to the Bureau of Land Management for a Southern Nevada Public Land Management Act (SNPLMA) grant for two new multi-purpose fields at the lower sports complex.

Parks and Recreation Department staff agrees with the Parks and Recreation Commission that developing a site development plan (Master Plan) for JDWCP is growing a need within the community, and City staff is looking forward to begin this planning effort later this year. This planning effort will be a joint venture between the Parks and Recreation Department, Public Works Department, and hopefully, Eagle Valley Golf Course staff. The planning process will include a number of stakeholder meetings, public information meetings, and of course, involvement with the Parks and Recreation Commission. In reviewing both current Parks and Recreation Department projects (previously discussed in Agenda Item 4D) and discussions with Jeff Sharp, City Engineer, on the Public Works Department current staffing levels, previous commitments, upcoming design projects, and projected workload, City staff will not be able to begin the design and planning on the JDWCP site development plan until May or June, 2013. City staff will return at the next Commission's meeting to discuss a detailed project time frame and scope of work for a six to nine month planning process to complete the plan for the park.

RECOMMENDED ACTION: I move to approve a planning process and time frame for developing a site development plan for JohnD Winters Centennial Park, as outlined above.

6.3 COMMUNITY PARKS

LOS ANALYSIS	Existing Acres:	65
	Existing LOS:	1.18
	Buildout LOS (if no additions):	0.87
	Recommended LOS:	1.5
	Additional Acres Needed by Buildout:	55

6.3.1 EXISTING CONDITIONS

Community parks are larger parks (15 to 30 acres typically) that include a variety of activity areas such as broad open turf areas, natural areas with trails, pavilions and picnic areas, playground facilities for children, built facilities (recreation centers, community centers) and are suitable for active community events (e.g. book fair, art fair, farmer’s market, etc.) They are considered drive-to facilities that serve the whole community or a significant portion of the community. They may include active sports facilities (such as basketball courts and tennis courts), and can even contain sports fields, but their primary function is for more passive recreation activities (walking, picnicking, informal games, etc.). They often also serve a neighborhood park function for adjacent residential areas.

Carson City currently has two parks that meet the definition of Community parks: Mills Park and Fuji Park. The total of 65 acres equals an LOS of 1.18 (1.18 acres per 1,000 population). This is low by many community’s standards, although there is great variability (Sacramento=2.5, Reno=0.55, St. George UT=3.0).

Mills Park is the most popular community park in Carson City. Forty percent of survey respondents said that they use Mills Park more often than any other park. Twenty-two percent of respondents consider Mills Park to be the park nearest their home (and therefore probably most convenient). Due to its central location, there are a large number of community events held in Mills Park throughout the year. This high volume of use in Mills Park is often taxing to its facilities, indicating the need for the City to construct additional community parks. Fuji Park is small by Community park standards, and is not centrally located. The indoor hall is used for a variety of events throughout the year. There is a natural area along Clear Creek, and picnic facilities. According to many survey comments, the fact that dogs are allowed in the park contributes to its high level of use.

6.3.2 NEEDS

The high level of use of Mills Park is a strong indication of the need for another Community park. This is reinforced by the public opinion survey, where 45% of survey respondents indicated it was important or very important for the City to add more Community parks to the City. An additional one or two Community parks in Carson City would help to alleviate the pressure that is currently being placed on Mills Park.



Mills Parks is Carson City's most heavily used community park.

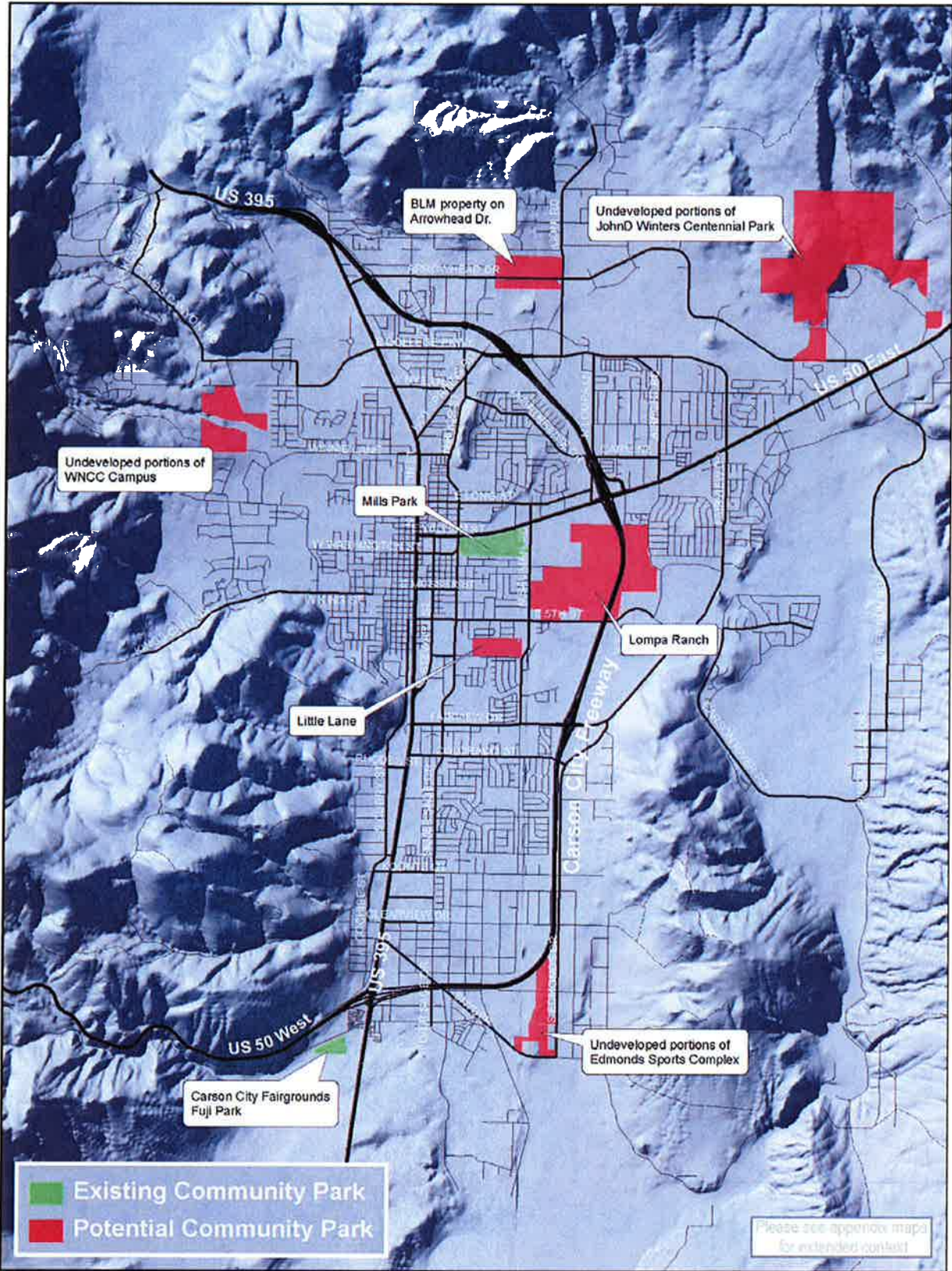
6.3.3 OPPORTUNITIES

There are currently a number of vacant tracts of land within Carson City large enough to be considered for Community parks. Each is evaluated below:

- ⌘ **Undeveloped portions of Edmonds Sports Complex**—The freeway will cut off a portion of Edmonds, but it will still have undeveloped areas that could become a Community park. Although relatively central to Carson City in the east/west dimension, it is somewhat south of the core area of the community. This land is already in City ownership. It will not have direct, convenient Freeway access, and Freeway crossings will make it a little difficult to access from neighborhoods to the northwest.
- ⌘ **Undeveloped land on Little Lane**—This relatively large tract of land on the north side of Little Lane is relatively flat, surrounded by residential development and very central to the city. But it is only 1/2 mile south of Mills Park and significantly duplicates its service area. The fact that it is in private ownership, with relatively high densities surrounding suggests that it may be somewhat expensive to acquire.
- ⌘ **BLM property on Arrowhead Drive combined with additional unused Airport land west of Goni Road**—The BLM manages an 80-acre parcel that spans both sides of Arrowhead Drive, northwest of the airport, all of which would make an excellent community park. The eastern 40 acres of this BLM property are currently used (under a patent/lease) as a milling site. The City may not be able to acquire the eastern 40 acres until it is no longer leased for private use. The land is gently sloping to the south, but has excellent views of the City. It could be combined with unused airport land to the southeast (flight patterns make it unusable for development purposes). The BLM parcel is central to the city in an east/west direction and could serve the northern quadrant of the community. It will have relatively good access from new Freeway exits. It may be possible to acquire the BLM parcel through the Recreation & Public Purposes (R&PP) process. A no- or low- cost-lease may be possible from the Airport Authority.
- ⌘ **Lompa Ranch property**—Perhaps the largest vacant parcel in Carson City is the Lompa Ranch. It is adjacent to Carson High School and they could have joint uses. However, there are a number of considerations that make the Lompa property less suitable for a Community park:
 - It is relatively close to Mills Park.
 - Its visibility from the Freeway suggests a value as a commercial use.
 - Private ownership will increase the cost of acquisition
- ⌘ **Portions of the WNCC campus**—As the WNCC campus continues to expand, there is growing interest in providing sports fields for student use. It may be possible to joint venture with the College to develop a Community park with sports facilities shared between the college and the city. However, the negative factors are that the campus location is not central or accessible from a significant portion of the city, and there are major practical challenges to shared uses with a college program—the demands for use will be concurrent rather than complementary.
- ⌘ **Undeveloped portions of JohnD Winters Centennial Park**—There are portions of JohnD Winters Centennial Park large enough to serve Community park functions, but they have rolling, steeper terrain and are not particularly close to, or accessible from, residential areas.

6.3.4 IMPLEMENTATION STRATEGIES

1. Priorities for a third Community park for the city are:
 - A. Arrowhead Drive/Airport parcel
 - B. Improve undeveloped portions of Edmonds Sports Complex as a Community park



Existing Community Parks and Potential Community Park Sites.

6.4 SPORTS COMPLEXES

LOS ANALYSIS		Soccer/ Football	Babe Ruth Baseball	LL Baseball	T-ball	Softball
	Existing Facilities:	14	2	4	4	11
	Existing LOS:	0.25	0.04	0.07	0.07	0.20
	Buildout LOS:	0.18	0.03	0.05	0.05	0.14
	Recommended LOS:	0.25	0.04	0.06	0.05	0.18
	Additional Facilities Needed at Buildout:	6	1	1	0	3

6.4.1 EXISTING CONDITIONS

Sports complexes are regional facilities that include multiple fields that can be used for City sponsored sports teams, sport groups belonging to the Youth Sports Association, independently sponsored sports teams, and tournament play. Ideally the fields are lighted for night use.

Carson City's primary sports complexes are Edmonds Sports Complex, JohnD Winters Centennial Park, and Governors Field. These comprise 195 acres. Together these provide the following sports fields:

- 14 soccer/football
- 2 Babe Ruth baseball
- 4 Little League baseball
- 4 T-ball
- 11 softball (8 softball and 3 multi-use softball/soccer)



*The sports fields at
JohnD Winters Centennial Park.*

The excellent condition maintained on the City's fields is an attraction to the growing tournament play the City has conducted over the past several years (see Section 5.4 The Economic Benefit of Tournaments). Also, Hispanic soccer teams use the JohnD Winters Centennial Park's lower complex soccer fields, and Mills Park for their championship games.

In addition, there are a number of specialized sport facilities such as the JohnD Winters Centennial Park Archery Range, the Pony Express Pavilion, the Pony Express Model Airpark, the Rifle and Pistol Range, and the Capitol City Gun Club, which provides trap/skeet/sporting clays and shotgun activities.

6.4.2 NEEDS

The City facilities are fully utilized, to the point of taxing maintenance capabilities to keep up with the level of impact. Grass fields require a certain amount of regeneration time to recover from use. Often cities have extra fields that allow rotation of play during the season, with some fields able to be recuperating from time to time. An absence of extra fields requires additional maintenance in terms of watering, aerating, fertilizing, overseeding and shifting play areas where possible (e.g. soccer goals). Carson City appears to be at the limit of use for its existing fields, especially soccer fields.

The City appears to be meeting the demand for facilities for its youth sports. The AYSO sponsored leagues are losing some players to the competitive leagues. On the other hand, the City's adult soccer program continues to grow and increasingly cannot find open fields. The demographic projections imply that this age group will continue to grow by about 10% over the next 10 to 15 years.

The focus group interviews revealed that there is a higher-than-realized weekend use of Carson City fields for Hispanic play (as many as 25 teams currently). Furthermore, Hispanic organizers anticipate that the current 25 teams will grow to 50 within 5 years. This will put further significant pressure on the City's existing fields, indicating a need for additional soccer facilities.

WNCC has needs for sports fields as its campus continues to grow and gradually increase the component of resident students. There is a potential opportunity to jointly develop fields for college/city use.

The Trap and Archery ranges are relatively close to other JohnD Winters Centennial Park uses and pose potential conflicts, if not risks. The gun club membership indicates significant potential for growth. A larger facility, in a more remote location appears to be desirable and needed. The archery range can take advantage of a larger facility in providing camping areas that are becoming a staple at other archery facilities.

If Carson City wishes to continue to grow as a center for sports tournaments, it will need to improve and expand its existing sports fields. Additional softball fields and soccer fields have the potential to draw more large tournaments and increased amounts of revenue to Carson City. The sales tax revenues generated by additional tournaments have the potential to offset the cost of constructing additional sports facilities.

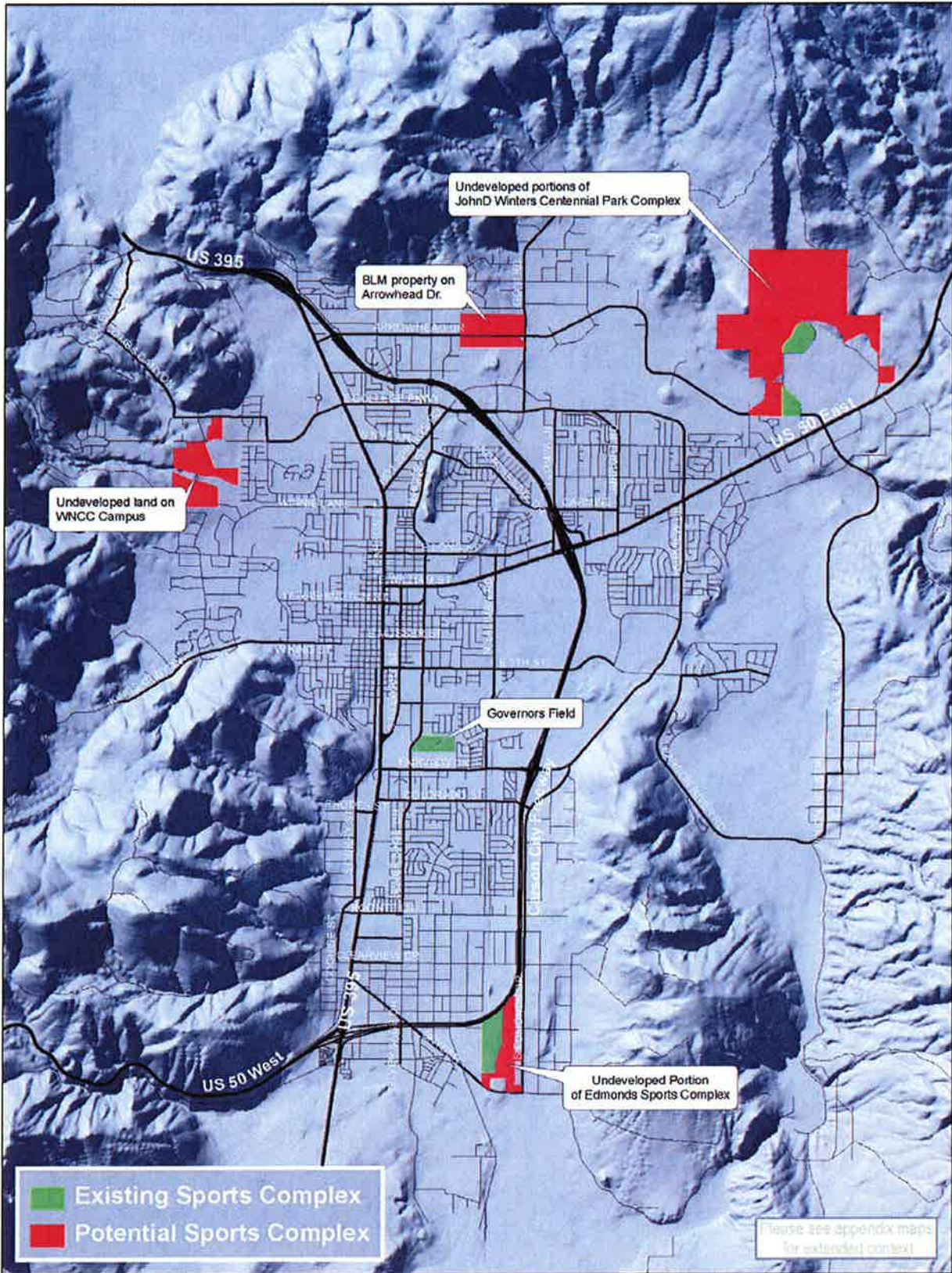
6.4.3 OPPORTUNITIES

Potential field locations include:

- Two more multi-use fields at JohnD Winters Centennial Park, perhaps with WNCC participation/use.
- Additional multi-use fields at the Edmonds Sports Complex.
- New fields jointly developed at the WNCC campus, with City use.
- New fields at the proposed Arrowhead/Airport community park.

An alternative to increasing the number of fields is to install artificial turf. Significant advances have been made in recent years, so that artificial turf no longer resembles the old, hard 'Astro Turf'. Modern versions have the look and resilience much closer to natural grass surfaces. While they are more expensive than grass to install, they save money by eliminating mowing, watering, fertilizing, aerating. These surfaces can withstand almost any level of use and allow play all day (and night), 7 days a week without need for regeneration time. There is eventually a replacement cost. Manufacturers currently estimate a life-cycle cost that equals that of grass over a 7-year period.





Existing and Potential Sports Complex Locations

6.4.4 IMPLEMENTATION STRATEGIES

1. In the near term, provide the equivalent of 4 additional soccer fields (multi-purpose—soccer and Pop Warner football) and 2 multi-use softball/soccer fields to accommodate the near-term growing needs for adult sports, Hispanic demand, and the potential for increased tournament play.
 - A. As an alternative to increasing the number of fields, do a detailed feasibility analysis of the use of artificial turf (that allows longer hours of use) as a means of accommodating increased demand for soccer and baseball/softball play.
 - B. Do a detailed analysis of the potential development of playfields at the recommended Arrowhead Drive/Airport community park site.
 - C. Explore with WNCC the potential of joint development/use of fields at JohnD Winters Centennial Park and/or the proposed Arrowhead/Airport Community Park.
 - D. Explore the potential of joint development/use of sports fields at the WNCC campus.
2. Evaluate the potential of increased use of fields for tournament play as an economic development activity for the City:
 - A. Do a detailed feasibility analysis of the cost of additional sports fields and tournament support vs. the benefit of additional expenditures at local businesses and the resulting sales tax proceeds to the City.
 - B. Work with the Convention and Visitor's Bureau to share the proceeds of the room tax to help finance development and maintenance of fields and other facilities to allow expanding sports tournaments as economic development tools.
3. Reserve land for additional soccer, baseball, and softball fields per the build-out projections above (Section 6.4).
4. Develop a large, remote, combined facility for rifle, pistol, trap and skeet, and archery—with provisions for a combined clubhouse, RV/camping accommodations, and parking that will accommodate tournament use.

6.5 GOLF COURSES

6.5.1 EXISTING CONDITIONS

Carson City currently owns two public golf courses; the Eagle Valley East and West Courses, which are managed and operated by the same non-profit corporation. The operation and management of the golf courses is contracted out to a private non-profit organization, therefore it will not be addressed in this plan.



MEETING ON MONDAY, AUGUST 17, 2009, TO HEAR A PRESENTATION FROM BLACK AND VEATCH REGARDING CARSON CITY'S PRESENT WATER DEMANDS AND LONG TERM NEEDS (6:19:35) - Mr. Krahn advised that it would be advantageous for CRAC, Open Space Advisory Committee (OSAC) and PRC to have this presentation as the Parks and Recreation Department (PRD) is the biggest water user in the community because of all the parks and sports complexes. The OSAC would invite the committees to attend on September 14, not August 17. They want to provide the opportunity and it will also be available to watch on public access television.

4. NON-ACTION ITEMS - DISCUSSION AND PRESENTATION ONLY

4-A. DISCUSSION AND PRESENTATION ONLY REGARDING THE PARKS AND RECREATION DEPARTMENT'S SUMMER KAMP PROGRAM (6:22:40) - Mr. Moellendorf introduced Ms. Soracco who manages the latchkey and summer camp programs. Ms. Soracco advised there is one week left ending August 14. After a two year lapse, the kinder summer camp program was brought back for children entering kindergarten which transitions into kinder latchkey. They had 330 registrations although a lot come only one week in the summer while others come all nine weeks. The average daily attendance is about 200 children who are divided between the community center and the Pony Express Pavilion. Last year they had approximately 255 per day and have been able to reduce fees to \$85 per week per child. Out of town field trips are an option for children whose parents can afford the additional cost and there are regular camp activities at Mills Park for children unable to attend. By the end of camp, they will have done 47 local field trips and will have had 1,000 participants going to the aquatics facility. Approximately 45 children have taken swimming lessons through the aquatics facility. UNR Cooperative Extension has come in for different science activities and Kid Bright Fitness for tumbling classes as well as different physical activities. They have also had guest speakers including McKenna Bell, a race car driver; Wild About Smiles dentistry; and Carson City Sheriff Department's drug dogs. In response to a question, Ms. Soracco replied that the scholarship program is available. Funding ran to mid-May and began again in July so some is being utilized for summer camp. Latch key will begin August 24 and will be taking scholarship applications. Commissioner Walt commended Ms. Soracco as the children are kept busy and active, and counselors are responsible and kind. In response to a question, Ms. Soracco replied that the day camps run from 6:30 a.m. to 6:00 p.m. but meals are not provided. They have breaks for lunch and snack periods but don't provide food. In response to another question, she replied that there are a lot of field trips where they generally eat out and is unsure if they would qualify for the Federal Lunch Program but it may be worth researching.

4-B. DISCUSSION ONLY REGARDING THE JOHND WINTERS CENTENNIAL PARK MASTER PLAN (6:31:37) Mr. Moellendorf reviewed the staff report which is incorporated into the record and gave background information on the Master Plan. He advised that the Master Plan was created in 1998 and was part of their Recreation Parks and Public Places lease with BLM. Since then, they have undertaken the Parks and Recreation Master Plan and a public opinion survey and based on such, the current Master Plan doesn't accurately reflect the community's recreational needs and desires.

Mr. Krahn commented that this could be the biggest community park and sports complex in Carson City with room to expand and has more space than the Edmonds Sports Complex. A conceptual site development plan is needed to identify parking needs, trailheads and amenities. Mr. Moellendorf added that the site has untapped potential to provide a lot of the recreational community's needs and that the

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the August 4, 2009 Meeting

Page 5

DRAFT

planning process would consist of public meetings and input. Commissioner Conrad expressed approval that they are focusing on the northeast side as it's a very well loved park in need of expansion and improvements. In response to a question, Mr. Moellendorf replied that the golf courses are city owned but operated by a private vendor. Commissioner Lasco observed that a contiguous sports play area could be achieved by removing the driving range linking the northern four softball fields and the southern two fields. Mr. Moellendorf advised that Jim Kepler believes the course can be tightened up. They are reluctant to design the park now because they want to go through the process first, but there is room to accommodate most of the needs they've discussed. Commissioner Lasco commented that a nine hole course on the eastern portion would be an opportunity to make it a low level muni course or a more challenging and different theme freeing up a lot of land. Mr. Krahn advised that the golf course management believe the west and east courses are underrated and are looking at improvements to bring them to PGA levels. Chairperson Curtis opined that before making substantial changes, something more concrete needs to be known as to what they are willing to give up before going forward with the process. It makes sense to have the fields together but PRD needs to make sure they can get some of the golf course property. Vice Chairperson Smolenski advised that the east course is very wide and forgiving and the west course is very challenging and tight. If they are looking to bring it up in caliber, they just have to tighten it up and instead of having a 100 yard fairway, make it a 50 yard fairway which would free up a lot of land. Mr. Moellendorf remarked that they are earmarking the west course for the PGA type course. There are very few golf courses like the east course and most are more of the link style with native vegetation between the fairways. There are opportunities with the golf course and any suggestion is worth considering.

In response to a comment, Mr. Moellendorf said it's good to think beyond the boundaries of the Centennial Park Master Plan. He cautioned that a problem with viewing an aerial photograph is there is no terrain perspective and there is a lot of terrain around the eastern, northern and western tiers of the park. Commissioner Lehmann suggested finding someone to donate another bridge and designing a terminus in the park for train rides. In response to a question, Mr. Krahn said the planning area is everything that can be seen on the map plus what can't be seen around the corner. There are opportunities for trails, a disc golf course, and equestrian trailheads. A developed trail system could be done with a lot of connectivity into the neighborhoods and industrial park. It presents a challenge of developing the facility and addressing the needs of the community and northeast Carson City. In response to a question, Mr. Moellendorf replied that the east golf course is 110 to 120 acres and 1/3 to 1/2 is developed. In response to a comment, Mr. Krahn advised that the City has entered into an agreement with a land development company to provide access across the southwest corner of the park to bring access over to property to the west. An entrance road may be able to connect to the clubhouse as part of the development plan. In response to another comment, he replied that as different companies come to the industrial park, there is an opportunity to work on recreational needs. Mr. Moellendorf commented that Harley Davidson has a pathway around its complex which could be linked to the park and a link to the Washoe Lakes State Park trail could be considered. Commissioner Livermore commented that there are lands that are potentially sold for economic development and it may be interesting for the PRC to see what development could take place from Arrowhead Drive to the county line. In response to a question, Mr. Moellendorf replied that the timeline for accomplishing this would be tied in with funding. Q-18 won't be adequate to fund it and may need to look at other funding means. It doesn't need to all be built at once as amenities can be prioritized and development can be phased in. They don't want to phase in before having a sensible plan because the parks need to be developed in an orderly manner. Commissioner Lasco addressed the loss of competition and need to compete with other facilities regarding artificial turf fields. Carson City has created a national

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the August 4, 2009 Meeting

DRAFT

Page 6

reputation for sports facilities with natural turf fields and is better served to pursue and maintain that excellence than pursue the artificial sports fields. Mr. Moellendorf advised that the Master Plan recommends a cost analysis study of artificial turf vs. natural turf but there isn't a lot of research of the replacement time for artificial turf. A municipality may have to replace artificial fields frequently which can affect maintenance costs. Artificial turf may be more suited in one part of a park and natural turf may be better in another. Chairperson Curtis opined that health and safety should also be part of the turf analysis. Commissioner Lehmann commented that a coach attending the British Soccer Camp at Edmonds loved the field and specifically mentioned that it's much better than artificial turf as most of the players prefer natural grass. Mr. Moellendorf agreed that most players prefer well maintained natural turf fields over artificial turf although a lot of agencies can't keep up with maintenance which can be more dangerous than artificial turf. Commissioner Livermore advised that whatever elements are put in the conceptual site development plan, it needs an analysis of what it will reasonably cost to build. Commissioner Lasco expressed the desire to maximize and develop what the City has rather than be upset over what another community has as it needs to be made the best it possibly can to compete with other communities.

(7:21:10) Ilona Strull introduced herself as Chairperson of Parks 4 Paws (P4P) and advised that they would like to see designated dog parks in Carson City with eventually three locations. They have been working with PRD for the last year and have narrowed it down to the area between the tennis courts and the upper ball fields at Centennial Park. When that location was accepted in January, they began fundraising and showing maps around the community. She explained that they had a large fundraiser in March, and in May, PRD advised them they would be looking at a different plan for Centennial Park. They asked for a temporary site at Centennial because it may take a year for the Master Plan to be finished. Mr. Moellendorf advised them they would have to wait so she's asking the PRC to consider it. She advised that Fuji Park is overused and has events scheduled every weekend for much of the year, and there have been issues between dog and horse owners. A temporary dog park at Centennial would take some of the burden off Fuji and as other locations were developed, they would help Fuji. In response to a question, Ms. Strull replied that they want to develop designated dog parks which are totally fenced and double gated with separate areas for small and large dogs. They function only for dog and owner socialization and are not used for any other activities. They would be jointly controlled by P4P and PRD. Open areas where dogs are allowed are considered dog friendly. Chairperson Curtis added that a dog park allows dogs to run off leash and is totally fenced. In response to a question, Ms. Strull replied that they are trying to raise money to pay for needed items, including fencing. PRD has discussed using DG and installing a sprinkler system which won't require maintenance. They are raising money for permanent shade structures, trees outside of the park, and water fountains. They can begin looking for grant money with an actual site but not a temporary one. She has told the community that this is the location but has had to go back and tell them they no longer have it. She would like to keep it as a temporary location until they get a permanent location. In response to a question, Mr. Moellendorf replied that the problem with having a temporary dog park is that temporary facilities very seldom remain temporary and once a facility is used for a specific site it usually stays that way. Logistically, there's isn't any money to build a temporary dog park. The Master Plan will be completed within a year which gives them a chance to do some fundraising. A dog park may be the first part of the project to phase because there is somewhat of an urgency to have a place that's safe and dedicated for dogs. In the Summer or Fall of 2010 the Master Plan will show where the dog park would be located. Even if a park was started today, there would be only a couple months difference between a temporary and a permanent site. Chairperson Curtis disclosed that she's a member of P4P and disagreed with Mr. Moellendorf about a temporary site. They are trying to get the State to give them a

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the August 4, 2009 Meeting

Page 7

DRAFT

site that's being used as a dog park and they are interested in the idea. She doesn't think the temporary dog site is a problem. A site can get the community involved and perhaps someone could donate fencing. Mr. Moellendorf replied that P4P will be successful in getting funding and will be more successful if they waited a year and had a plan for a permanent park. It makes sense from a planning process to wait another year and put all efforts into designing a park and determine a long term dedicated site. A year is not an unreasonable time to wait for a dedicated dog park. In response to a question, Ms. Strull replied that they would like three sites around Carson City, would partner with Douglas County and would need three to four acres. Mr. Moellendorf commented that larger is not necessarily better for dog parks as owners can lose control of their dogs if the area is too large. Two and one half to three acres works well. Early in the process a lot of organizations were making substantial mistakes with dog parks. He reiterated that it makes sense to plan a dog park well, make sure it's in the right location, and have two to three dog parks serving the needs of all residents. Commissioner Conrad opined that there's a sense of urgency and believes it's important to have separate designated areas for dogs and owners. Mr. Moellendorf advised that the Master Plan will be taken to the BOS who will want input from the PRC.

4-C. DISCUSSION ONLY REGARDING THE STATUS OF QUALITY OF LIFE QUESTION INITIATIVE (QUESTION 18) CAPITAL PROJECTS FROM FISCAL YEARS 1996 to 2009 (7:42:21) Mr. Moellendorf reviewed the Q-18 project summary which is incorporated into the record and the staff report which summarizes the work done on the Q-18 projects. In response to a question, he replied that the \$375,000 in FY 09/10 was payment to the Boys and Girls Club (BGC) for the option on their land. In response to a comment, he confirmed that Fuji Park's renovations included renovation of Fuji Park, the new parking lot, and the exhibit hall. Commissioner Livermore commented that it only discusses projects but money has been paid to staff and calculating the cost of staff salaries utilized through Q-18 funding needs to be done. Mr. Moellendorf replied that it could be expanded into a larger explanation of Q-18 funding expenditures which is an issue coming forth with the internal service charges (ISC). It's not just ISC, but internal ISC which have gone to staff salaries within the PRD. The report focuses on projects and the budget may be a better time to go over it in more detail. Mr. Krahn added that even though \$11.6 million was spent, a lot of the projects have been used to leverage grant funds and a significant amount of money has been used for matching funds. Mr. Moellendorf commented that trails is 20 percent City funding and 80 percent outside funding and park construction is normally 50/50. The \$11 million is just expenditures and another \$11 million could probably be added from outside sources. In response to a question, Mr. Moellendorf replied that the \$11.6 million doesn't represent the total Q-18 money that has been spent on parks and recreation. In response to another question, he replied that ISC charges go back to the general fund as support for non-general fund budgets such as Q-18 and other enterprise funds. Q-18 is an outside funding source and is not considered part of the general fund budget. It is divided into open space, parks capital, and parks capital maintenance with a 40/40/20 percent ratio. Non-general fund entities receive support from the general fund in their daily operations and the general fund back charges for those services to the non-general fund entities. PRD is a general fund entity which is not charging the ISC charges to the PRD but to Q-18 which is an independent arm of PRD. In response to a comment, Commissioner Livermore replied that the ISC has charged Q-18 for the recording secretary and DA and this meeting has been about a lot of issues that don't include Q-18. He questioned how a funding source can be charged when the spirit was to build projects and not as a supporting element to run the over-government. In response to a comment, Mr. Moellendorf said the original intent of Q-18 would not replace support from the general fund to build all parks and recreation projects. There could be a project that wasn't all funded by Q-18, but also by the capital improvement project budget which is a

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the November 3, 2009 Meeting
Page 1

DRAFT

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, November 3, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson James Smolenski
Commissioner Charles Adams
Commissioner Tom Keeton
Commissioner Steve Lasco
Commissioner Sean Lehmann
Commissioner Pete Livermore
Ex Officio Commissioner Molly Walt
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Operations Director
Heidi Hermann, Associate Planner/Grants Coordinator
Vern Krahn, Park Planner
Thoran Towler, Deputy District Attorney
Jano Barnhurst, 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. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:30:45) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Lasco arrived at 5:42 p.m. Commissioner Conrad was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:16) - None.

1. ACTION ON APPROVAL OF MINUTES (5:31:35) - Commissioner Keeton moved to approve the minutes of the September 1, 2009 meeting as presented. Commissioner Livermore seconded the motion. Motion carried 7-0-1. Commissioner Keeton moved to approve the minutes of the October 6, 2009 meeting as presented. Commissioner Livermore seconded the motion. Motion carried 7-0-1.

2. MODIFICATIONS TO THE AGENDA (5:32:18) - Chairperson Curtis advised that Item 5-A will be heard first. Items 4-A and 5-B will be combined.

3. STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION

3-A. JOHN D WINTERS CENTENNIAL PARK MASTER PLAN PROJECT (8:31:05) - Chairperson Curtis introduced the item and Mr. Krahn reported that four consultant teams were interviewed and a combined team of Design Workshop and Lumos and Associates was selected. A contract will be negotiated within a couple of weeks and presented to the Board of Supervisors (BOS) in December. He circulated the interview packet for the PRC's review.

CARSON CITY PARKS AND RECREATION COMMISSION Minutes of the March 2, 2010 Meeting

Page 2

DRAFT

motion. Motion carried unanimously.

2. **MODIFICATIONS TO THE AGENDA (5:36:39) - None.**
3. **STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION (5:36:46) - None.**
4. **AGENDA ITEMS:**

4-A. DISCUSSION ONLY REGARDING SELECTED INDEPENDENT CONTRACTORS' PROPOSALS FOR USE OF THE COMMUNITY CENTER AND THE AQUATICS FACILITY (Roger Moellendorf) (5:36:55) - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. In response to a question, he replied that contracts are being considered as short term contracts in order to align them with the fiscal year but additional proposals will be entered under the same terms. In response to another question, he advised that contracts will be assessed throughout the year but if a contractor fails to meet the terms, there would be concerns about automatic renewal. In response to another question, he advised that they will be reviewing terms regarding minimum participants and service provisions. Commissioner Livermore offered to assist in implementing a policy which includes whether operations are compliant, a plan of correction, submitting a non-compliance notice, and determining whether to renew a contract. In response to a comment, Mr. Moellendorf replied that they would consider entering into an agreement with a contractor who met all the criteria if time and space were available. He clarified that they will not remove a compliant contractor just to replace them with another contractor. Chairperson Curtis read a note into the record from the Sweat Shop and Wet Sweat.

4-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A LAND TRANSFER CONCEPT INCLUDING THE BASIC COMPONENTS OF A JOINT USE AGREEMENT WITH THE SILVER STATE HIGH SCHOOL AND MIDDLE SCHOOL TO BE LOCATED AT JOHND WINTERS CENTENNIAL PARK (Roger Moellendorf) (5:46:10) - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. Mr. Krahn pointed out the location on a displayed map and referred to the exhibits in the agenda packet. In response to a question, he advised that the parcel was acquired for \$500,000 twenty years ago with residential construction tax, golf course monies and a land exchange transaction to be used for a park, but as time passed, other sports fields were considered. Commissioner Livermore noted that multi-unit housing was scheduled to be built nearby, so it was a defensive purchase to expand the park. Mr. Krahn explained that the surrounding land is covered by a BLM land patent to ensure that the City adheres to the restrictions placed upon it. He noted that flexibility and lack of federal encumbrances allow for great opportunities. Mr. Moellendorf added that advantages for the School include good access and the location of nearby fiber optic lines, noting it a "win-win situation" for the School and City. He explained that the parties will enter into a joint use agreement for the facilities which will include a full size gymnasium and an outdoor sports field adding that it would allow the City use of the gymnasium, School and parking when not being used by the School. He noted that the School will have to apply for a special use permit (SUP) and introduced Mark Palmer of Palmer Engineering as guiding the School through the planning process.

(5:53:46) Mr. Palmer gave background information noting that they were approached by the PRD to consider joint use of the facilities. He referred to their "aggressive" schedule which is included as

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 3

DRAFT

Exhibit C in the agenda materials. Mr. Moellendorf explained that a land transfer agreement and joint use agreement will be brought forth to the Board of Supervisors (BOS) for consideration and read the components of the agreements into the record. In response to a question, Steve Knight, Director of Silver State Charter School gave background information on the School and its operations. He introduced some of the teachers that were present in the audience. He pointed out that the School is high tech and wants to be community oriented. He responded to a comment that students have to meet the same standards as other schools. Chairperson Curtis noted that she toured the School a couple of years ago and loved it. Mr. Knight pointed out that they have very few problems with the students. Commissioner Lehmann suggested that with the addition of indoor recreation space with the School and the CCLL, freeing up Question 18 money for other projects could be debated. In response to a question, Mr. Knight replied that they were going to purchase land by the airport and negotiate with individual investors but that money can now be used towards the building. He acknowledged upcoming bank meetings that are just a matter of terms and conditions.

Commissioner Smolenski noted that he has toured the School and complimented their method of policing smokers. Vice Chairperson Lasco concurred with the positive statements noting that he has also toured the facility. He applauded their efforts to bring education to those for which the mainstream isn't suitable. In response to a question, Mr. Knight explained that they have a closed campus, students are fingerprinted and they also have an attendance secretary. He noted that in the event of a problem, students are counseled on an individual basis but 99 percent are always on task. In response to another question, he replied that they are currently located next to limited gaming but have never had a complaint regarding alcohol, tobacco or gambling. He noted some "heartburn" when they were trying to locate next to the airport because of their aerospace program but the proposed location keeps them close but not on the airport. He advised that they have met with the airport director, advisory board president, and golf committee. In response to a question, Mr. Palmer replied that they want to be near the airport because of school programs, but the airport doesn't want them in their "safety zone". He explained that anything coming within a certain area has to go before their board but both the airport chairman and manager felt they were in a safe area. He also referred to a letter from the airport engineer noting they are outside the safety area and will be going before their board the following week.

Commissioner Livermore opined that the location serves the school well, a lot of opportunities exist for joint use, and it makes great sense. Mr. Knight commented on the technology surrounding the airport which are partnerships they want to nurture. In response to a question, he replied that they would "hopefully not" change to a twelve month calendar adding that education cutbacks would preclude it. He noted that they are required to be on the same calendar as the local school district according to charter school laws. In response to another question, Mr. Palmer acknowledged that a residential development is planned north of the parcel. He explained an agreement between the City and John Serpa wherein there would be mutual access across the parcel but the school property would not include the encroachment. In response to a question, Mr. Moellendorf acknowledged that they have been **hesitant about pre-planning the Master Plan because they want to ensure that the components make sense in their relationships to each other.** He added that timeliness is critical and the access road to the school will allow access into the lower part of the parcel which is consistent with the overall plan. In response to a question, Chairperson Curtis noted that the audience response speaks a lot for the school and the project. She called for public comment but seeing none, entertained a motion. **Commissioner Smolenski moved to recommend to the Board of Supervisors a land transfer concept including the basic components of a joint use agreement with the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park.** Vice Chairperson Lasco

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 4

DRAFT

seconded the motion. Motion carried 6-0-2-1 with Commissioners Livermore and Carlson abstaining. Mr. Palmer expressed thanks to the PRC noting that everyone has worked hard to put the package together in the last 30 days.

4-C. DISCUSSION ONLY REGARDING AN INDOOR RECREATION/SPORTS NEEDS ASSESSMENT TIME LINE DIRECTED BY THE BOARD OF SUPERVISORS. THIS ITEM INCLUDES A PRESENTATION BY EX-OFFICIO COMMISSIONER MOLLY WALT GIVEN TO THE BOARD OF SUPERVISORS ON THURSDAY, JANUARY 21, 2010 AND A PRESENTATION ON RECREATION CENTERS BY COMMISSIONER PETE LIVERMORE (Roger Moellendorf/Vern Krahn) (6:31:40) - Chairperson Curtis introduced the item. Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. In response to a question, he explained that a limited scope needs assessment meets the direction received from the BOS but they also need to consider a larger needs assessment because of other needs besides indoor recreation. He added that it needs to stay in limited scope so there wouldn't be diffused information irrelevant to the BOS request.

Mr. Krahn gave background information and reviewed the time line for the survey which is identified as Exhibit B in the agenda materials. Commissioner Livermore suggested a visual component to the survey so people understand what they are being asked. Mr. Moellendorf pointed out that a PowerPoint presentation will be given prior to conducting the survey which will include a visual aspect. Discussion ensued between Mr. Moellendorf and Commissioner Livermore regarding survey components. In response to a question, Mr. Krahn replied that the survey would include a public outreach campaign and explained how meetings would occur. In response to another question, he replied that the next draft of the survey will be presented at their workshop. In response to a comment, Mr. Moellendorf replied that the survey is designed to obtain a general broad base adding that hiring an outside consultant to conduct a survey would be inappropriate at this time. Chairperson Curtis noted a problem is not giving people an idea of what a recreation center is versus a gym and expressed agreement with Commissioner Livermore.

Commissioner Walt explained her reasoning for bringing forth this issue noting that recreation programming is in need of additional indoor space. She expressed concern that if any of the schools being utilized were closed at night, adult programming would be lost. She added that the weekend futsal program has over 1,000 participants and noted the damage it is doing to the gym. She suggested that the BOS could direct staff to research a facility that would add more recreational programming. Mr. Moellendorf explained that the intent of the survey is to ascertain the need for indoor recreational activities and programs which would lead toward the type of facility needed. In response to a question, he replied that he would check with the IT Department to determine the feasibility of linking the PowerPoint presentation to the PRD web site. He noted that an online survey was considered but is too cost prohibitive. Commissioner Smolenski suggested a reference on the web site as to where the survey could be found. Vice Chairperson Lasco suggested providing the survey as a PDF attachment wherein it could be printed and returned. He also suggested that the presentation could be run in a loop throughout the entire meeting so late arrivals could get the benefit of the visuals.

District Attorney Neil Rombardo cautioned that the issue before the PRC is a time line discussion, not need assessment. Mr. Moellendorf noted that it can be discussed in the goal setting session. In response to a comment, he apologized for including the incorrect resolution in the agenda materials. Commissioner Livermore commented that they were only discussing the context of the recreation needs assessment to facilitate the time line and didn't believe they were in violation of the Open Meeting

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 3

DRAFT

will close at the end of May or beginning of June. He thanked the Jarrard family, Mickey Andersen, and the Jarrard family's legal counsel. He acknowledged that the property will remain "under agricultural use." The public will have access to trails near the River and the wetlands. Commissioner Lehmann noted that the Question #18 and Question #1 funding was "dedicated for this purpose." Chairperson Curtis thanked the *Nevada Appeal* for their coverage of this acquisition.

4. AGENDA ITEMS:

4-A. DISCUSSION ONLY REGARDING MUSCLE POWERED'S TRAIL CONSTRUCTION AND MAINTENANCE EFFORTS IN THE CARSON RANGE (6:03:45) - Chairperson Curtis introduced this item, and Mr. Guzman invited Muscle Powered representatives Anne Macquarie and Jeff Potter to the meeting table. Mr. Guzman reviewed the agenda materials. In response to a question, Mr. Potter provided background information on the proposal to construct trails.

Commissioner Brod commended Muscle Powered on their efforts, and discussed the benefit of trails in conjunction with tourism. Ms. Macquarie described the City of Fruita, Colorado as "a mecca for mountain biking," and provided background information on changes made in Fruita to accommodate mountain biking over the past 30 years. Commissioner Lehmann commended Muscle Powered on the Ash Canyon trails. In response to a question, Mr. Potter described the alignment of the Ash Canyon Creek trail. Commissioner Lehmann offered the assistance of the "running community" in constructing trails.

Chairperson Curtis entertained public comment and, when none was forthcoming, thanked Ms. Macquarie and Mr. Potter. She noted the commission's support, and requested the Muscle Powered representatives to provide periodic updates to the commission.

4-B. ACTION TO RECOMMEND TO THE PLANNING COMMISSION APPROVAL OF A SPECIAL USE PERMIT APPLICATION FOR THE SILVER STATE CHARTER HIGH AND MIDDLE SCHOOLS TO BE LOCATED AT JOHND WINTERS CENTENNIAL PARK (6:13:59) - Chairperson Curtis introduced this item, and Mr. Krahn reviewed the agenda materials. (6:19:46) George Szabo, of GL Szabo and Associates, reviewed the proposed site plan, which was included in the agenda materials and displayed in the meeting room. (6:24:31) Mark Palmer, of Palmer Engineering Group, Ltd., provided background information on development of the current proposed site plan. "The thought process behind this and the people involved has just been incredible over the last three months." Mr. Palmer advised that the proposed site plan will be submitted to the Carson City Planning Commission on May 26th, and requested the commission's recommendation of approval. He advised of "a few more issues to get through with the wetlands, but we've done those delineations." An application will be submitted to the Army Corps of Engineers "as part of the process, and that's why the road configuration is the way it is." Mr. Palmer advised that the current proposed site plan has been submitted to the Airport Authority, and that application will be made to the Federal Aviation Administration "to show them where this is in relationship to take-offs and landings ..."

In response to a question, Mr. Palmer explained the Army Corps of Engineers permitting process relative to the wetlands. Mr. Szabo responded to questions regarding the distance of the parking lot from the golf course. A brief discussion took place, and Mr. Palmer provided additional clarification. (6:34:48) In response to a question, Silver State Charter Schools Founder and Executive Director Steve Knight provided background information on the charter school and plans for an elementary school at the subject location.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 4

DRAFT

Mr. Krahn clarified that the special use permit application to be submitted to the Planning Commission is relative to Silver State Charter high school and middle school. In response to a further question regarding the status of the Centennial Park master plan, he advised that **staff is currently in negotiation with the consultant to adjust the scope of work relative to fees.** In response to a further question, he reviewed the process by which the current consultant was selected. If a fee contract is not able to be negotiated with the current consultant, staff can begin negotiating with the second consultant. In response to a further question, Mr. Krahn anticipates a six to nine month time frame to design the master plan. In response to a question, Mr. Palmer anticipates breaking ground on the charter school project in the fall. Mr. Krahn advised that the master plan consultants will need to consider the charter school project in their design.

In response to a question, Mr. Palmer advised of having received no comments from surrounding property owners with regard to the charter school project. Principal Planner Jennifer Pruitt advised that the Planning Division will send out notices to surrounding property owners on Friday, May 7th. Pursuant to the Carson City Municipal Code, the notification area encompasses 300 feet around the subject parcel. Ms. Pruitt offered to discuss the project with any interested citizen, and provided her contact information. She reviewed the Planning Commission process in which a staff report will be made available to City staff and the public by May 21st. In response to a question regarding the public noticing process, Ms. Pruitt advised of the requirement to notice a minimum of 30 unique parcels of land.

Commissioner Carlson expressed concern with regard to access from the school building to the sports fields across the parking lot. Mr. Szabo and Mr. Krahn responded to questions regarding the purposes for siting the school building and the sports fields as designated on the proposed site plan. In response to a question, Mr. Knight explained purposes for the sports fields. He introduced Silver State Charter Schools board members who were present in the audience.

Chairperson Curtis entertained public comment and, when none was forthcoming, a motion. **Commissioner Smolenski moved to recommend to the Planning Commission approval of a special use permit application for the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park. Commissioner Adams seconded the motion. Motion carried 6-0-1, Commissioner Carlson abstaining.**

4-C. ACTION TO SET A DATE FOR A PARKS AND RECREATION COMMISSION FACILITIES TOUR (6:53:13) - Chairperson Curtis introduced this item, and referred to the staff report. In reference to the future agenda items matrix, Mr. Moellendorf suggested rescheduling the July 6th meeting, in consideration of the July 4th holiday, and devoting the July meeting to the facilities tour. Chairperson Curtis entertained commissioner comments, and a brief discussion followed. Commissioner Smolenski reviewed Mr. Moellendorf's suggestion to devote the July commission meeting to the facilities tour. Following a brief discussion regarding the tour start time, Chairperson Curtis entertained a motion to schedule the tour for 5:00 p.m. on the second Tuesday in July. **Commissioner Carlson so moved. Commissioner Smolenski seconded the motion. Motion carried 7-0.**

5. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:58:45) - Chairperson Curtis introduced this item, and requested to add workgroup reports to the agenda. She reviewed the Adopt-A-Park Program application form included in the agenda materials.

CARSON CITY PARKS AND RECREATION COMMISSION Minutes of the September 7, 2010 Meeting Page 4

(6:24:01) – Commissioner Carlson hoped that the Volunteer Coordinator position could be filled soon, so that he would pass along a name and phone number for the schools to call, in order to get the volunteers early.

4-B. ACTION TO RECOMMEND A PROJECT PLAN TO THE BOARD OF SUPERVISORS REGARDING THE USE OF A PROPOSED LODGING ROOM TAX INCREASE FOR IMPROVEMENTS TO THE JOHN D WINTER CENTENNIAL PARK ATHLETIC FIELD COMPLEX (6:24:33) - Chairperson Curtis introduced the item, and Mr. Moellendorf invited Mr. Krahn and Joel Dunn, Recreation Operations Manager, to elaborate. Mr. Dunn discussed background information and benefits of sports tourism in Carson City, and made recommendations on using the City's room tax increase, for short and long-term needs. A copy of the Staff Report and recommendation is incorporated in the record. Commissioner Livermore suggested improvements to the antiquated parking surface, and suggested re-prioritizing the needs to include concession facilities to serve the event attendees. Mr. Dunn also explained that their goal now is to serve the highest quality product at the lowest cost, and that the current concessions generate around \$8,000-per-year, which went into the general fund. Mr. Moellendorf emphasized that the urgent needs were some very necessary and basic improvements, such as ADA accessibility, scoreboards that work and reduce energy costs, etc. He also reminded the commission that this effort was to take care of existing needs, and was not part of the master plan to redesign the park, which was also necessary.

(6:44:17) – Commissioner Lehmann wanted to know whether any of the items mentioned would be funded if the room tax increase were not approved. Mr. Dunn explained that some of the funds originally set aside for Centennial Park were used for another park, and the remainder was used to fund the fairgrounds parking lot, along with Bodine's. He added that the plan was to "put that money back in, but it ran out until 2034". He stated that currently, "within the budget of Parks, there is nothing set aside for improvements at the Centennial Complex". In response to a question, Mr. Moellendorf explained that improvements to the tennis courts would be part of the master plan. Mr. Krahn added that their currently limited staff, was transporting equipment to Centennial Park, and that the less time they spent in their trucks was "money well spent". He also mentioned that part of the revenue stream was spent on maintaining the facility.

(6:49:14) – Commissioner Brod said she liked the idea of creating a room tax to support the improvements to the recreational facilities, however, she questioned the use of the funds for just one facility. She believed that the aquatic facility was in need of improvement, and many hours of operation were cut. Mr. Dunn stated that a bond would have funded multiple facilities, however, since the tax increase would generate limited funds, he believed it would not be possible to fund many projects with \$250,000 per year. Commissioner Livermore also believed that a funding stream approved in one year, may not be the one approved the following year. Mr. Moellendorf agreed, and hoped that once they receive buy-in, they can show results which will further their efforts. Commissioner Lehmann wanted to confirm that the majority of the lodging properties were in support of the room tax increase, and believed that was a point worth considering. He also questioned how revenue generation was determined, and was informed that extensive market surveys were done to determine how the revenue was generated. Mr. Dunn explained that he used Dr. John Crompton's realistic and conservative methodology for economic impact of recreation divisions.

(6:56:54) – Chairperson Curtis called upon audience member Linda Barnett, as a representative of the lodging industry, for comments. Ms. Barnett stated that it had taken almost three years for the lodging industry representatives to meet and agree on anything. She stated that many of them were against a lodging tax increase, however, she recognized that many of the hotels would not be able to "keep our doors open" without the sports tourism and the activities sanctioned by the Parks and Recreation Department. Commissioner Carlson wanted to know if by taking revenue from the lodging industry, and investing it in what would bring more lodging revenue, how permanent would this revenue stream be. He suggested bonding the money, and getting the improvements in place as soon as possible. Mr. Dunn agreed in principle, however, he was weary of a state room tax increase as well. In response to Commissioner

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the September 7, 2010 Meeting
Page 5

Westergard's question, Mr. Dunn explained that the proposed increase would be on-going. Ms. Barnett explained that they opposed bonding because of their experience with the V&T Railroad, and the fact that the Carson City Convention and Visitors Bureau "put all their eggs in one basket". She stated she was in favor on the tax increase before the State decided to do it, and to have control over where it was spent, preferably on sports tourism, which was generating the most revenue. Discussion ensued over casino hotels vs. non-casino hotels and their tax structures. In response to Commissioner Brod's questions, Ms. Barnett explained that the current room tax in Carson City is 10% and in Reno it is 13%. Ms. Barnett also said that she was in favor of the improvements to Winters Centennial Park to generate future business, even though her hotel may not stay competitive. Mr. Dunn responded to Chairperson Curtis' question by stating that the suggested improvements were a direct result of participant surveys. Chairperson Curtis also encouraged the Commissioners to attend the September 13, 2010 meeting of the Carson City Convention and Visitors Bureau, at 5 p.m. to express their concerns, should they discuss lowering the proposed tax increase percentage.

(7:17:40) – **Commissioner Smolinski moved to recommend a project plan to the Board of Supervisors regarding the use of a proposed lodging room tax increase for improvements to the John D Winter Centennial Park athletic field complex. The motion was seconded by Commissioner Lehmann. The motion carried unanimously.**

5. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (7:18:30) – There were no announcements by Commissioners.

5-A. REPORT FROM SCHOOL BOARD LIAISON (7:18:35) – Commissioner Carlson stated that he was anxious to hear about the volunteer coordinator.

6. FUTURE AGENDA ITEMS (7:19:09) – There were no additional future agenda items.

7. ACTION ON ADJOURNMENT (7:19:42) - Commissioner Adams moved and Commissioner Smolenski seconded the motion to adjourn the meeting at 7:20 p.m. The motion carried unanimously.

The Minutes of the September 7, 2010 Parks and Recreation Commission meeting are so approved this 4th day of October, 2011.

STEVE LASCO, Chair