

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the December 4, 2012 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, December 4, 2012, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Sean Lehmann
Vice Chairperson Janice Brod
Commissioner Chuck Adams
Commissioner Donna Curtis
Commissioner Lee-Ann Keever
Commissioner Brett Long
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Joel Dunn, Operations Manager
Juan Guzman, Open Space Manager
Vern Krahn, Park Planner
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 (5:31:00) – Chairperson Lehmann called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:31:27) – Roll was called; a quorum was present. Commissioners Walt and Myers were absent. Commissioner Westergard arrived at 5:40 p.m.

CITIZEN COMMENTS (5:32:25) – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

1. ACTION ON APPROVAL OF MINUTES (5:32:47) – Chairperson Lehmann introduced the item. **Commissioner Adams moved to approve the minutes of the October 2, 2012 meeting. The motion was seconded by Vice Chairperson Brod. Motion carried 6-0.**

2. MODIFICATIONS TO THE AGENDA (5:33:01) – Chairperson Lehmann introduced the item. Mr. Moellendorf indicated that there were no modifications to the agenda from Staff.

3. STAFF UPDATES - DISCUSSION ONLY

A. UPDATE ON THE 2012 FOUNDATION FOR THE BETTERMENT OF PARKS AND RECREATION AWARDS. (5:33:23) – Chairperson Lehmann introduced the item. Mr. Moellendorf first introduced newly-appointed Commissioner Lee-Ann Keever, noting that she had previously served on the Shade Tree Council as a member and chairperson. Mr. Moellendorf also presented a Staff Report, incorporated into the record, announcing the following 2012 Foundation for the Betterment of Carson City Parks and Recreation Annual Award recipients: Volunteer of the Year, Jeff Potter; Volunteer of the Years, Greg Davis; Organization of the Year, GROW; Business of the Year, Finest Fence, LLC. Mr. Moellendorf also shared a "thank you" letter from the owner of Finest Fence, Tracy Hinton, adding that the awards were given out on November 12, 2012, at Mills Park. Discussion ensued regarding the names on the wall at Mills Park, and Commissioner Curtis clarified that individuals who had passed away were also recognized on the same wall.

B. UPDATE ON A GRANT APPLICATION REQUEST FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR A UNIVERSALLY ACCESSIBLE ADA PLAYGROUND STRUCTURE AT THE COMMUNITY CENTER. (5:39:28) – Chairperson Lehmann introduced the item. Mr. Krahn explained that the Parks

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and Recreation Staff would be applying for a Community Development Block Grant for a universally accessible ADA playground structure at the Community Center. Mr. Krahn presented the location and a conceptual drawing, incorporated into the record, adding that this playground would be utilized by those children whose parents attended community or sports activities. He also noted that the playground could be used for the Summer Camp Program. Mr. Krahn explained that the proposed playground was a new trend and would go beyond ADA accessibility, allowing a wheelchair to go up the play structures, citing usage examples such as autistic children or grandparents with disabilities who could access the structure to reach their grandchildren. He stated that Reno had recently added a similar structure, and noted that they would be competing against other City organizations and projects. Chairperson Lehmann inquired about additional improvements in the "safe corridor" in the Community Center, and Mr. Krahn gave some examples of how they could prevent speeders in the parking lot, adding that they were also looking at some shade areas and lighting, to be incorporated into the Master Plan. Commissioner Curtis received confirmation that the Master Plan area was around 10,000 square feet and Commissioner Brod was informed that the fence and gate around the area would be four-feet high and aesthetically pleasing. Chairperson Lehmann entertained public comments. C.K. Baily inquired about the methods by which the Parks Department would become aware of such new developments and structures, and was informed by Mr. Moellendorf that they utilized professional publications, conferences, and other research methods. He also explained that "regular" ADA accessible playgrounds required transfer stations from wheelchairs to the playground equipment, whereas these new designs would allow wheelchairs directly on the equipment. Mr. Krahn noted that the grants were due on January 18, 2013 and, should the project be funded, work would begin on or after July 1, 2013.

4. MEETING ITEMS

A. FOR DISCUSSION ONLY: REGARDING A PRESENTATION FROM GREGG SWIFT FOR A PROPOSED DISC GOLF COURSE IN CARSON CITY. (5:55:55) – Chairperson Lehmann introduced the item. Mr. Moellendorf introduced Greg Swift and Kyle Horvath, and gave background on the item. He also stated that Staff had visited several disc golf courses in the area and in California and noted that some were very nice, adding that they had noted some "resource damage" at San Rafael Park in Reno. Mr. Moellendorf indicated that a disc golf course would be an asset to the City; however, a location had not been determined yet, although Centennial Park had been considered as a possibility. Mr. Moellendorf also reminded the Commission that a former survey indicated that disc golf had not been a priority for the participants.

(6:02:38) – Mr. Swift introduced himself and described disc golf as a family-friendly, low maintenance, and low cost activity. He explained that for under \$10,000, disc golf baskets could be purchased and installed. He also introduced Mr. Horvath, as a proponent of disc golf. Mr. Swift indicated that Nevada ranked second to last in disc golf courses. Mr. Horvath noted that he had presented to this Commission four years ago and was advised to create a non-profit organization. He added that they had found grant opportunities and had a course designed. Mr. Horvath believed that disc golfers would travel to different locations to play and believed Carson City would provide a great venue for the sport because of its proximity to Tahoe without the heavy snow. He stated that the sport has been growing at double-digit rates due to the affordability factor. Mr. Horvath stated that they had applied for a \$500 Professional Disc Golfers' Association (PDGA) grant, and would find out the status on December 14, 2013. He said that they had budgeted \$20,000 for a tournament-quality course, which would allow 72 people per-hour to participate. He showed proposed designs for a course at Centennial Park, which is incorporated into the record, adding that they were also considering permanent advertising for each hole. Commissioner Keever received confirmation that each hole averaged 300 feet. Commissioner Curtis advised getting the 501c status to become a recognized entity. Discussion ensued regarding having the community involved, especially trades people. Commissioner Brod wished to see "this happen" and Commissioner Curtis requested having a Centennial Park Master Plan discussion. Mr. Moellendorf explained that taking an existing facility and converting it to be used for a different sport would not require changing the Master Plan; however, Commissioner Curtis disagreed. Mr. Swift received confirmation that other sites may not need to go through the Master Plan process. Mr. Moellendorf explained to Chairperson Lehmann that going through the Master Plan process was a Staff preference and was not dictated by the NRS. It was agreed that funding was a major hurdle. Commissioner Adams and Commissioner Long also expressed their support for the project. Commissioner Curtis wished to see the Master Plan along with priorities. Mr. Horvath believed that Centennial Park was a great location and shared a previously-conducted soil and plant study. Chairperson Lehmann suggested exploring Lakeview Park as another possible location. Mr. Moellendorf explained that this item was for discussion only and could not be voted on. Ms. Russom reminded the Commission that

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this item was not agendized for action; therefore no direction could be given to Mr. Horvath and Mr. Swift. Chairperson Lehmann entertained citizen comments. Mr. Baily called the project interesting, and wanted to know the size of the land that would be utilized for such a project.

B. FOR DISCUSSION ONLY: REGARDING A PRESENTATION OF THE PROPOSED CARSON VALLEY DISCOVERY TRAIL BY THE BUREAU OF LAND MANAGEMENT AND THE CARSON VALLEY TRAILS ASSOCIATION. (6:44:26) – Chairperson Lehmann introduced the item. Mr. Guzman gave background and introduced Brian Buttazoni, Planning and Environmental Coordinator for the Bureau of Land Management (BLM). Mr. Buttazoni delivered a PowerPoint presentation, incorporated into the record, and noted that he had been working with the Carson Valley Trails Association (CVTA), on 45 miles of non-motorized trails along the west side of the Pine Nuts. Mr. Buttazoni noted that the BLM was working with the CVTA on getting public comments regarding this 45-mile-long trail and were currently reviewing those comments to ensure all appropriate adjustments would be made. Mr. Buttazoni also noted that they were evaluating the possible adjustments. He noted that the project would be completed sometime in May 2014. Commissioner Curtis received confirmation that the CVTA was a non-profit body that sought grants and raised funds and was informed that there were potential trail connection points to the Carson City Master Plan, without affecting the motorized use areas in Prison Hill. Mr. Guzman noted that CVTA did “a pretty good job” of maintaining the trail in Douglas County, and has educated private landowners and public on the benefits and management of trails. Commissioner Brod received confirmation that the trails would be for hiking, biking, and horseback riding. Chairperson Lehmann entertained public comments; however, none were forthcoming.

C. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS ACCEPTANCE OF A “COMMUNITY FACILITIES COST RECOVER” STUDY CONDUCTED BY MOSS ADAMS, LLP, FOR THE COMMUNITY CENTER; BOB BOLDRICK THEATER, CARSON CITY AQUATICS FACILITY, AND ARLINGTON SQUARE ICE SKATING RINK. (7:01:10) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented a Staff Report, incorporated into the record, outlining the direction Moss Adams, LLP had received from the Board of Supervisors (BOS) to study cost recovery, and, in the case of the Parks and Recreation Department, the Community Center, the Bob Boldrick Theater, the Aquatics Facility; and the Arlington Square Ice Rink. Mr. Moellendorf also clarified that the study presented in the previous month’s meeting was different and was commissioned by his department and not the Board of Supervisors. He also clarified that the previous report was theater specific, and ensured that acceptance did not mean agreement. He noted that they could recommend acceptance by the BOS. Mr. Moellendorf gave a summary of the report and outlined the recommendations by Moss Adams, which are incorporated into the record. He attributed the decrease in the facility subsidies and expenditures to the hard work of the Parks and Recreation Staff. Mr. Moellendorf highlighted several recommendations such as joint-use agreements with the school district, reprioritizing reservations and bookings at the Community Center and Theater to better accommodate paying customers. Commissioner Curtis cautioned against focusing too much on revenue at the expense of community events. Mr. Moellendorf presented several scenarios of budget cuts and cited examples of how his staff has worked within those guidelines. Commissioner Curtis suggested discussing these recommendations with the Carson City Convention and Visitors Bureau. Commissioner Long suggested having an unlimited season pass to use the aquatics facility. **Commissioner Curtis moved to recommend to the Board of Supervisors “acceptance of the “Community Facilities Cost Recovery” study conducted by the Moss Adams, LLP, for the Community Center, Bob Boldrick Theater, Carson City Aquatic Facility, and Arlington Square Ice Skating Rink, with the following recommendation: that the recommendation concerning the consideration of dedicated staffing to market the theater facility be given to the Carson City Conventions and Visitors Bureau for their recommendation and consideration”. The motion was seconded by Commissioner Brod.** Chairperson Lehmann entertained citizen comments; however, none were forthcoming. **Motion carried 6-0.**

Commissioner Brod left at 7:40 p.m.

5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (7:41:19) – Chairperson Lehmann introduced the item and explained that he had been approached by a citizen who had requested a 100-punch cards. Mr. Dunn noted the availability of a 20-punch pass but not a 100-punch one. He also clarified that the Rink would continue to be open as long as cost-recovery was a possibility. Commissioner Curtis suggested that Mr. Dunn discuss the Bonanza Kennel Club’s success measurements and help them utilize his success measurements. Commissioner Keever

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commented on the Ice Rink trees and received confirmation that they would be watered. Mr. Dunn explained that the trees would be maintained, and thanked the Downtown Business Association for sponsoring them. Chairperson Lehmann received confirmation that Commissioner Walt would be replaced by a new representative from the BOS.

A. REPORT FROM SCHOOL BOARD IAISON. (7:41:28) – Mr. Moellendorf noted that a new School Board Liaison would be appointed shortly.

6. FUTURE AGENDA ITEMS (7:49:15) – Chairperson Lehmann introduced the item. Commissioner Curtis suggested seeing past minutes regarding the Centennial Park Master Plan. Commissioner Adams requested an update on the Multi-Use Athletic Center.

7. CITIZEN COMMENTS (7:58:59) – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

8. ACTION ON ADJOURNMENT (7:59:34) – Chairperson Lehmann entertained a motion to adjourn. **Commissioner Curtis moved to adjourn. The motion was seconded by Commissioner Adams. The meeting was adjourned at 9:00 p.m.**

The Minutes of the December 4, 2012 Parks and Recreation Commission meeting are so approved this 5th day of February, 2013.

SEAN LEHMANN, Chair