

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the June 5, 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, June 5, 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 Steve Lasco
Commissioner Brett Long
Commissioner Molly Walt
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Scott Fahrenbruch, Operations Director
Ann Bollinger, Natural Resource Specialist
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 – Chairperson Lehmann called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM – Roll was called; a quorum was present. Commissioners Curtis and Wilson were absent.

CITIZEN COMMENTS – Chairperson Lehmann entertained citizen comments; however none were forthcoming.

- 1. ACTION ON APPROVAL OF MINUTES** – There were no minutes to approve.
- 2. MODIFICATIONS TO THE AGENDA** – Chairperson Lehmann introduced the item. Mr. Moellendorf indicated that there were no modifications to the agenda.
- 3. STAFF UPDATES - DISCUSSION ONLY**

A. WESTERN NEVADA COLLEGE'S WOMEN'S SOFTBALL TEAM AWARD TO ERIK BIDDLE. (5:33:30) – Chairperson Lehmann introduced the item. Mr. Fahrenbruch explained that The Western Nevada College Women's Softball Team, the Wildcats, had given an award to the Parks and Recreations Department, specifically to Erick Biddle, whose full time responsibility is to maintain the grounds at the Edmonds Sports Complex. Chairperson Lehmann congratulated Mr. Biddle and Mr. Fahrenbruch read the award details, and passed it around to the Commissioners.

B. BAILY FISHING POND PICNIC SHELTER IMPROVEMENT PROJECTS. (5:39:20) – Chairperson Lehmann introduced the item. Mr. Krahn gave an update on the improvements made at the Baily Fishing Pond in Fuji Park. He noted that due to left over funds from the prior phase, and funding from the Nevada State Parks, the administrators of the Land and Water Conservation Fund, picnic shelters would be placed. Mr. Krahn showed images, incorporated into the record, of the picnic areas in a PowerPoint presentation which also showcased the rock areas from where people could fish. Mr. Krahn stated that the project was completed in time for the upcoming Kids' Fishing Day the following weekend. Chairperson Lehmann noted that the park was well-used and had already exceeded his expectations. Commissioner Lasco congratulated Mr. Krahn and received confirmation that bear-proof trash receptacles

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had already been placed in several locations, and that no incidences of vandalism were recorded. Vice Chairperson Brod commented that she had accompanied her daughter's fifth-grade class trip to introduce fish in the pond, and had been impressed. She also inquired about signage to the pond. Mr. Krahn explained that signage and several plaques would be added in the near future. In response to a question, Mr. Krahn noted that an access point from Highway 395 was still on the Master Plan; however, he believed it would not happen in the immediate future. Commissioner Adams expressed concern that goldfish and koi were introduced to the pond which would threaten the health of the fish. Chairperson Lehmann entertained public comments. Kevin (CK) Baily explained that access from Highway 395 in the form of a turnaround would be beneficial for large trailers. He also stated that goldfish is a problem in many urban ponds, and noted that the rocks and the structures were well-thought of.

C. DEDICATION CEREMONY FOR THE CARSON RIVER PARK IMPROVEMENT PROJECT.

(5:53:10) – Chairperson Lehmann introduced the item. Mr. Krahn showed images, incorporated into the record, of the completed project and noted that the look and feel were coordinated with Silver Saddle Ranch. He also invited everyone to attend the dedication ceremony on Thursday, June 14, 2012, at 5:30 p.m., attended by Mayor Robert Crowell, the Parks and Recreation Department Staff; members of the Carson River Advisory Committee and this Commission. Commissioner Lasco praised Staff for the synergistic look and feel, and thanked them for the uniqueness of every venue. Chairperson Lehmann entertained public comments; however, none were forthcoming.

4. MEETING ITEMS

A. FOR POSSIBLE ACTION: TO FORWARD PARKS AND RECREATION COMMISSION COMMENTS TO THE REGIONAL TRANSPORTATION COMMISSION REGARDING THE STATE ROUTE 28 NATIONAL SCENIC CORRIDOR MANAGEMENT PLAN PROCESS, PROJECTS WITHIN THE CORRIDOR, AND THE IMPLEMENTATION OF THE EAST SHORE EXPRESS PILOT PROJECT AS PRESENTED BY THE TAHOE TRANSPORTATION DISTRICT CONSULTANT. (5:59:11) – Chairperson Lehmann introduced the item. Ms. Bollinger presented a Staff Report and gave background on the project. She added that bids for the South Demonstration Project had opened, with award and construction beginning this summer. Ms. Bollinger clarified that the north end of the project would go out to bid in the summer as well. She identified several problems on SR 28 and invited Karen Mullen, Co-Project Manager for an update. Ms. Mullen presented background information and a draft of the Nevada State Route 28 Corridor management Plan Project Charter, which is incorporated into the record. She noted that over a million people recreated in the area annually, and 2.6 million vehicles drove through the corridor annually, stating that many parked on the shoulder of the highway, creating particulate matters and gridlock. Ms. Mullen outlined several corrective actions such as providing shuttle bus services from the elementary schools and the old library site to Sand Harbor, running every 20 minutes. She explained that the fee for the ski resort shuttle buses would be three dollars per person, with signs guiding visitors to the buses. Ms. Mullen stressed that this Management Plan captured the bikeway to be used by both the pedestrians and the bikers, recreations such as kayaking, hiking, etc., to prioritize funding sources. She noted that the (Regional Transportation Commission (RTC) board was also scheduled to hear this presentation. Chairperson Lehmann thanked Ms. Mullen and encouraged looking into a parking area near Highway 50 for visitors coming from the Carson City area, and exploring water-shuttle opportunities. He also received confirmation that discussions were underway regarding the Spooner Lake parking lot as well, and was pleased to hear that a portion of the trail would be constructed in the same time frame as the sewer lines, calling it a golden opportunity. Ms. Mullen believed that this was a comprehensive plan and that water buses were also being considered. In response to a question by Commissioner Lasco, Ms. Mullen noted that the Nevada Highway Patrol and the rangers were part of the Technical Advisory Committee and they were aware of the lack of visible signs prohibiting parking; however, they also referred to instances where drivers did not resist parking tickets. She also noted that towing or "booting" a vehicle were not possible because of the congested traffic; therefore, a "no parking" zone would be implemented, with some physical barriers, coupled with "no walking" zones. In response to a question by Commissioner Long, Ms. Mullen clarified that the buses were fitted for cooler areas; however, kayaks and bicycles were still being discussed. Commissioner Long suggested a drop-off area for large equipment such as kayaks. In response to a question by Commissioner Westergard, Ms. Mullen noted that tonight's comments would be relayed to the RTC as it related more to the roads than to the trails. She also encouraged feedback "at any point in time", or interface through Ms. Bollinger.

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Commissioner Walt wished to see all provided directions in writing in order to ensure that when governing bodies change, the directions remains the same. Commissioner Brod received confirmation that the shuttle buses would run from June 15, 2012 until the Labor Day weekend, adding that bikes would not be allowed if the parking lot is full. Ms. Mullen explained that once the “illegal parking” is reduced, the “social trails” would also be safeguarded. Chairperson Lehmann suggested making allowances for bikes when family members already had a vehicle in the parking lot. Chairperson Lehmann entertained public comments. Mr. Baily inquired about the sewer lines and was informed that the sewage would represent the “main export line coming from the Tahoe Basin” and would be treated by Douglas County. **Commissioner Lasco moved to forward Parks and Recreation Commission comments to the Regional Transportation Commission regarding the State Route 28 National Scenic Corridor Management Plan process, projects within the Corridor, and the implementation of the East Shore Express Pilot Project as presented by the Tahoe Transportation District Consultant. The Motion was seconded by Commissioner Walt. Motion carried 7-0.**

B. FOR DISCUSSION ONLY REGARDING TREVOR SOLBERGER’S EAGLE SCOUT PROJECT TO INSTALL DIRECTIONAL SIGNAGE ALONG THE CARSON CITY FREEWAY MULTI-USE PATHWAY. (6:54:30) – Chairperson Lehmann introduced the item. Trevor Solberger introduced himself as an Eagle Scout candidate with Boy Scouts Troop 16 in Carson City. Mr. Solberger noted the presence of many multi-use trails in Carson City and explained that they could be found on the Carson City Bicycle Route Map. He believed, however, that many trails lacked signage to provide direction to users. Mr. Solberger presented a proposal, incorporated into the record, to develop and install 10 directional signs, working with, and approved by, the Carson City Parks and Recreation Department, along the Carson Freeway Multi-Use Trail, from Northridge Drive and Russell Way to Alexa Way and Silver Oak Drive. Mr. Solberger planned on receiving assistance from his Boys Scout Troop, Muscle Powered, the Carson City Bike Board, and other interested organizations. Mr. Krahn relayed his positive experiences with future Eagle Scouts, and believed that this was an important project for which there was a great need. Chairperson Lehmann called it “excellent work” and thanked Mr. Solberger for his efforts. In response to Vice Chairperson Brod’s question, Mr. Krahn explained that the Park and Recreations Department, along with the Open Space Advisory Committee and the Carson River Advisory Committee, has developed a list of projects Eagle Scouts can choose from. He called this proposal refreshing, because it was presented to this Commission, adding that Mr. Solberger would be responsible for coming up with the funds in order to proceed with the project. Commissioner Walt invited Mr. Solberger to return to this Commission should he need assistance with financing, and Commissioner Long congratulated him, noting his follow-through. Commissioner Lasco suggested involving Girl Scouts in such projects in the future. Mr. Krahn suggested creating a list of signs and budgets prior to raising funds. Chairperson Lehmann suggested coming up with a name for the trail and entertained public comments. Mr. Baily offered his donation and invited Mr. Solberger to contact the Lions’ Club.

C. PRESENTATION AND DISCUSSION ONLY ON THE LANDSCAPE AND AESTHETIC IMPROVEMENTS ALONG THE CARSON CITY FREEWAY MULTI-USE PATH FROM NORTHGATE LANE TO NORTHRIDGE DRIVE. (7:09:02) – Chairperson Lehmann introduced the item. Mr. Krahn explained that the Public Works Department had been implementing a Nevada Department of Transportation (NDOT) project, funded by federal earmarks, to landscape the Carson City Freeway. He added that the Carson City Parks and Recreation Department was also making improvements to the Multi-Use Path along the freeway, from Northgate Lane to Northgate Drive. Mr. Krahn gave background and showed images, incorporated into the record, noting that this area’s themes were the Pony Express and the history of Carson City, including mining images such as ore carts, stagecoaches, and ranching. Chairperson Lehmann thanked Mr. Krahn and inquired about vandalism. Mr. Krahn shared a “tagged image” and noted that an inexpensive solution was used to remove the graffiti. He also added that some of the images were already treated with graffiti coating and required minimal maintenance. Commissioner Walt commented on the public concern over dollars spent on this project and suggested a media outreach by Staff to explain the federal grants used to embark on this project.

D. FOR POSSIBLE ACTION: TO AUTHORIZE THE PARKS AND RECREATION COMMISSION CHAIRMAN TO SIGN A LETTER TO THE SOUTHERN NEVADA PUBLIC LAND MANAGEMENT ACT - PARKS, TRAILS AND NATURAL AREAS PROGRAM IN SUPPORT OF CARSON CITY’S GRANT REQUEST RECOMMENDED FOR ROUND 13. (7:32:55) – Chairperson Lehmann introduced the item. Mr.

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Moellendorf reminded the Commission of a previous presentation by Juan Guzman, Open Space Manager, informing them of the grant comprising two non-motorized crossings and 300 feet of trail connecting Riverview Park and Morgan Mill access area. He added that the project had received the second highest score, and would be entering the 45-day comment program. Mr. Moellendorf noted that Staff had asked all the advisory committees to submit letters of support, a copy of which is incorporated into the record, and recommended that this Commission authorize its chair to sign that letter. Commissioner Walt received confirmation that this grant did not require matching funds, and was told that only one grant had been submitted by Carson City. **Commissioner Lasco moved to authorize the Parks and Recreation Commission Chairman to sign a letter to the Southern Nevada Public Land Management Act – Parks, Trails and Natural Areas Program in support of Carson City's grant request recommended for Round 13. The motion was seconded by Commissioner Walt. Motion carried 7-0.**

E. PRESENTATION AND DISCUSSION ONLY REGARDING THE ACTIVE STRATEGY QUARTERLY BUSINESS REVIEW. (7:39:40) – Chairperson Lehmann introduced the item. Mr. Moellendorf showed a PowerPoint presentation and explained that the data collected would be measured via the Active Strategy tool. He also gave examples such as room tax and Community Center reservations, measurements and trends. Commissioner Walt suggested separating the revenue and non-revenue bookings separately to realistically track revenues. Mr. Moellendorf indicated that Staff would bring these measurements to the Commission “from time to time”. Commissioner Walt called the business review “valuable”. She also emphasized that cost-recovery models could be devastating to programs such as tournaments.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (8:09:39) – Chairperson Lehmann introduced the item. Commissioner Brod announced the receipt of a grant by Muscle Powered for the approximately \$160,000 from the Recreational Trails Program. Commissioner Lasco inquired about the Downtown Farmer's Market and was informed it would start this Saturday.

A. REPORT FROM SCHOOL BOARD LIAISON – Commissioner Wilson was not present to report. Mr. Moellendorf indicated he would inquire about a replacement liaison from the School Board.

6. FUTURE AGENDA ITEMS (8:10:35) – Chairperson Lehmann noted that the November meeting on Election Day and was informed that per the bylaws, the Commission would not meet that day. He also suggested pursuing a grant for a missing trail link on King Street. Commissioner Adams suggested discussing the MAC project and Chairperson Lehmann suggested discussing the project funding gaps.

7. CITIZEN COMMENTS (8:14:17) – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

8. ACTION ON ADJOURNMENT (8:14:25) – Chairperson Lehmann entertained a motion to adjourn. **Commissioner Walt moved to adjourn. The motion was seconded by Vice Chairperson Brod. The meeting was adjourned at 8:15 p.m.**

The Minutes of the June 5, 2012 Parks and Recreation Commission meeting are so approved this 2nd day of October , 2012.

SEAN LEHMANN, Chair