

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the March 5, 2013 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, March 5, 2013, 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 Joe Cacioppo
Commissioner Lee-Ann Keever
Commissioner Brett Long
Commissioner John McKenna

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
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 (5:31:33) – Chairperson Lehmann called the meeting to order at 5:31 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:31:38) – Roll was called; a quorum was present. Commissioner Curtis was absent as excused.

CITIZEN COMMENTS (5:32:20) – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

1. ACTION ON APPROVAL OF MINUTES (5:37:56) – Chairperson Lehmann introduced the item. **Commissioner McKenna moved to approve the minutes of the February 5, 2013 meeting with one amendment. The motion was seconded by Commissioner Long. Motion carried 7-0.**

2. MODIFICATIONS TO THE AGENDA (5:33:10) – Mr. Moellendorf explained that item 4C may need to be addressed later due to a possible delay by presenter Paul Pugsley, who was currently in another meeting. He also stated that he would need to take a call during the meeting, and should that be while he is presenting, Mr. Krahn will take over the presentation.

3. STAFF UPDATES - DISCUSSION ONLY

A. UPDATE REGARDING THE PLANNING AND DESIGN PROGRESS ON BICYCLE AND PEDESTRIAN IMPROVEMENTS ALONG 5TH STREET BETWEEN SALIMAN ROAD AND 5TH STREET'S FREEWAY BRIDGE. (5:34:38) – Chairperson Lehmann introduced the item. Mr. Pittenger, Carson City Public Works Transportation Manager, reviewed the project in the form of a PowerPoint presentation which is incorporated into the record. He also noted that they were “at 90 percent design on this project”, and that the project was being funded through the federally funded Safe Route to Schools grant. Mr. Pittenger explained that the project would cost \$230,000 or \$240,000, and hoped it would be completed this year. Chairperson Lehmann received clarification that the sidewalk would be on the south side of the street only; however, bicycle lanes would be on both sides of the street. Commissioner McKenna suggested moving the 35 MPH sign closer to the merge sign, as requested by a nearby resident. Vice Chairperson Brod was informed that the change in funding required a new agreement with the Nevada Department of Transportation (NDOT). Mr. Krahn called the project a “critical component” and a “missing link” within the Unified Pathways Master Plan (UPMP). Mr. Pittenger clarified for Chairperson Lehmann that the sidewalk was placed on the south side of the road “because there were more conflicts with constructability on the north side”. Mr. Krahn also

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discussed the future connecting points as part of the UPMP. Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

B. UPDATE REGARDING THE PLANNING AND DESIGN PROGRESS ON IMPROVEMENTS TO THE CITY'S EXISTING MULTIUSE PATH ALONG EAST WILLIAM STREET BETWEEN SALIMAN ROAD AND THE FREEWAY INTERCHANGE. (5:45:18) – Chairperson Lehmann introduced the item. Mr. Pittenger gave background on the project and showed the subject area via a PowerPoint presentation. He explained that the \$250,000 project would have been funded by Federal Transportation Enhancement Funds; however the funding source was replaced by Transportation Alternatives funds, which were not released to date. Mr. Pittenger believed that the design phase will begin once the funds are secured. Chairperson Lehmann received clarification that the improvements would be made on the south side of Highway 50. Discussion ensued regarding a connection of the path to Carson High School. Chairperson Lehmann entertained citizen comments. C.K. Baily noted that the alternative entrance would facilitate entry to the baseball field without the entry fee.

C. UPDATE REGARDING THE MULTI-USE ATHLETIC CENTER PROJECT. (5:52:45) – Chairperson Lehmann introduced the item. Mr. Moellendorf announced that the Carson City Public Works Department had released Request for Proposals (RFPs) for the Construction Manager at Risk (CMR) services, incorporated into the record, for the Multi-Use Athletic Center (MAC). He cited March 21, 2013 at 4 p.m. as the deadline for the RFP submissions. Mr. Moellendorf also stated that he and Mr. Krahn had given a similar update to the Planning Commission, since the special use permit had been renewed. He also delivered a PowerPoint presentation containing architectural drawings and elevations of the MAC. Mr. Moellendorf also explained the CMR process, noting that the construction manager would work closely with the architect, speed the project, and facilitate the interaction between the project owner and the contractor, thus eliminating an adversarial relationship and reducing change orders. Mr. Moellendorf indicated that a firm should be selected by April 15, 2013, and presented to the Board of Supervisors by May 22, 2013 for approval. He believed that barring any major obstacles, construction could begin in August 2013 with a possible completion in December 2014. Commissioner McKenna inquired about floor material and Mr. Moellendorf believed it may be either hardwood or synthetic sport-court material. Commissioner McKenna also expressed concern over traffic moving through a neighborhood, and encouraged Mr. Moellendorf to work with the Department of Public Works to divert exiting cars away from neighborhoods. Commissioner Cacioppo suggested inquiring about FEMA flood zones and drainage areas. In response to a question by Vice Chairperson Brod, Mr. Moellendorf noted that the CMR would assist in staying on budget, adding that certain material changes or reductions may be made in order to stay on budget. He also clarified that the joint-use agreement with the Boys and Girls Club included the use of the parking lot. Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

4. MEETING ITEMS

A. DISCUSSION ONLY REGARDING THE MILLS PARK SKATEBOARD PARK'S EXISTING CONDITION, ON-GOING MAINTENANCE, AND POSSIBLE FUTURE IMPROVEMENTS. (6:14:19) – Chairperson Lehmann introduced the item. Scott Fahrenbruch, Parks and Recreation Department Operations Director, presented a Staff Report which is incorporated into the record. He gave background, addressed the features, liability and ordinances, and the construction and rules signage of the Virginia Orcutt Skateboard Park located in Mills Park, all of which are incorporated into the record. Mr. Fahrenbruch cited examples of how they reacted to issues such as littering and graffiti, and explained some of the Staff's actions to reward positive behavior. He also noted that cameras were being installed to monitor the skateboard park within the next few months, adding that they did not have the staff to supervise the park. Mr. Fahrenbruch indicated that bicycles were now allowed to coexist with the skateboarders, noting that the Parks and Recreation Department believed that Mills Park may not be an ideal long-term location for the skate park because it is a heavily-programmed park, but he did not rule out expansion via the public process, adding that the park could be made more challenging and lit, but required funding to expand. He indicated that John D. Winters Park was an option for expansion. Mr. Fahrenbruch encouraged the Commission members and the public to go to the park and watch the skaters. Vice Chairperson Brod inquired about the shelter that had been requested during the previous meeting, and was informed that it would be a good idea to have shade around the park. Chairperson Lehmann received confirmation that donations had helped build the original park and that they would be welcome at this time as well. Commissioner McKenna clarified that Ms. Orcutt had solicited community donations for the park, and that was one reason why the park

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had been named after her. Commissioner Cacioppo inquired about adding a skateboard park at the Edmonds Sports Complex and Mr. Fahrenbruch noted that it could be done but the Master Plan would need to be amended, adding that Mills Park had been initially selected as a result of the public process. Mr. Krahn clarified that the new skateboard park was on the Master Plan as being built at John D. Winters Park. Commissioner Long received confirmation that transportation was one of the reasons why Mills Park had been chosen over many other parks. Chairperson Lehmann entertained citizen comments. James Romero introduced himself and stated that he frequented the park daily and was concerned about skating during the winter months. Mr. Romero inquired about the availability of a shelter above the park, similar to that of the Pony Express Pavilion. Mr. Fahrenbruch explained that the City did not have the snow removal capability inside the park during the winter months; however, he believed that it should be an item for future consideration as new parks were built. Chairperson Lehmann commended Mr. Romero for bringing this item to the Commission's attention, and encouraged him to find a champion to help raise funds, adding that the City could find land but not the funding to build new parks. Commissioner Cacioppo also encouraged Mr. Romero to stay active. Mr. Baily shared his initial apprehension during the construction of the park; however, he claimed to be a proponent of it now, and believed that many in the community would support it. Chairperson Lehmann suggested adding this item to the five-year budget wish list and Mr. Moellendorf offered to meet with Mr. Romero and others to further discuss their needs. Paul Pugsley suggested the group approach the Business Resource Innovation Center (BRIC) for advice on "how to put together a campaign".

(6:49:15) – Mr. Moellendorf recommended addressing agenda item 4C prior to 4B.

B. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISOR'S APPROVAL OF THE PARKS AND RECREATION COMMISSION'S MISSION STATEMENT AND BYLAWS. (7:08:02) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented a Staff Report, incorporated into the record, and highlighted the Commission's Mission Statement. Chairperson Lehman suggested adding "working with the public" to the Mission Statement. Vice Chairperson Brod and Commissioners Keever and Cacioppo also had minor grammatical changes. **Vice Chairperson Brod moved to recommend to the Board of Supervisors approval of the Parks and Recreation Commission's Mission Statements and By-Laws as amended. The motion was seconded by Commissioner Keever.** Chairperson Lehmann entertained citizen comments, and when none were forthcoming, a vote. Motion carried 7-0.

C. DISCUSSION ONLY REGARDING THE CARSON RIVER AQUATIC TRAIL'S SAFETY AND RIVER BANK HABITAT IMPROVEMENTS ASSOCIATED WITH THE REMOVAL OF THE ANDERSON DIVERSION DOWNSTREAM FROM CARSON RIVER PARK. (6:49:23) – Chairperson Lehmann introduced the item. Paul Pugsley of the Carson Valley Conservation District, introduced himself and explained that they had received funding from the Carson Water Subconservancy District to repair a diversion structure underneath Lloyd's Bridge, calling it an obstacle to recreational use. He also gave background on the agricultural use of the structure, noting that it had caused habitat deterioration. Mr. Pugsley showed photographs, incorporated into the record, of the subject area and wished the repairs to take place prior to the runoff this year. He also stated there were enough funds to remove the diversion structure, and that the rocks would not be removed from the river, but would be used to rebuild the right side riverbank. Mr. Krahn noted that this area had been a safety concern for the aquatic trail, and supported the project even though the diversion was not on City property. Commissioner Brod inquired about adding rocks to aid in the preservation efforts, and Mr. Pugsley clarified that the Army Corps of Engineers would need to be involved because the project would be considered a new construction. He also noted that projects done administratively did not need tribal approval. Chairperson Lehmann entertained citizen comments. Mr. Baily received clarification that this project did not have a re-vegetation component.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (7:14:02) – Chairperson Lehmann introduced the item and announced that the last of the Winter Trail Series would take place on Saturday, March 9, 2013, at 9 a.m., at Canterbury Lane.

A. REPORT FROM SCHOOL BOARD LIAISON. (7:14:43) – Commissioner Cacioppo acknowledged the Carson High School Wrestling Team, the 2012/2013 Division One State Academic Champions. He also wished the

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Track Team good luck. Commissioner Cacioppo reported that the School District had been offered by the Lompas the first right of refusal for the property east of Carson High School.

6. FUTURE AGENDA ITEMS (7:16:53) – Chairperson Lehmann introduced the item and reminded everyone that the April 2, 2013 meeting would be held during spring break, noting that he would be absent.

7. CITIZEN COMMENTS (7:17:20) – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

8. ACTION ON ADJOURNMENT (7:17:33) – Chairperson Lehmann entertained a motion to adjourn. **Commissioner Keever moved to adjourn the meeting. The motion was seconded by Vice Chairperson Brod. The meeting was adjourned at 7:18 p.m.**

The Minutes of the March 5, 2013 Parks and Recreation Commission meeting are so approved this 7th day of May, 2013.

SEAN LEHMANN, Chair