

**Parks and Recreation Commission  
Staff Report**

**Meeting Date:** June 3, 2014

**Agenda Item Number:** 3B

**Applicant:** Roger Moellendorf

**Request:** Discussion only regarding the Board of Supervisors' vote to keep the Multi-purpose Athletic Center (MAC) at the Boys and Girls Club site; and a preliminary one eighth of one percent sales tax projects schedule including the MAC, the Community Center, and Corridor improvements.

**General Discussion:** During the May 15, 2014 Board of Supervisors' meeting the Board took action to approve the current project site at the Boys & Girls Club of Western Nevada as the site for the construction of the Multi-purpose Athletic Center on a 4-1 vote with Supervisor Shirk dissenting (Exhibit A). Several individuals spoke in favor of the Boys & Girls site including: Donna Curtis, Pete Livermore, Ryan Russell (representing the Boys & Girls Club), and Garrett Lepire.

Following this action Andrew Burnham of the Public Works Department presented the Board a report (Exhibit B) containing a tentative schedule for the planning, design, and construction of all of the 1/8<sup>th</sup> of one percent sales tax projects including the MAC, the Community Center improvements, the Corridor improvements, the Animal Shelter, and the downtown Carson and Curry Streets projects. The Board gave Mr. Burnham direction to advance or speed up the MAC project. Public Works and Parks and Recreation staff met and developed a draft tentative schedule (Exhibit C) for these projects that reflected an accelerated schedule for the MAC. The MAC project team consisting of the Miles Construction (CMAR consultant) Brent Tippets of VCBO (architect) and staff from both the Public Works and Parks and Recreation Department are meeting Tuesday, May 27, 2014 to re-start the project and discuss the project schedule further. Hopefully more information will be available for the Parks and Recreation Commission for their June 3 meeting after this project meeting.

**Recommended Action:** This is a discussion only item; therefore, no action can be taken.

## City of Carson City Agenda Report

**Date Submitted:** May 1, 2014

**Agenda Date Requested:** May 15, 2014

**Time Requested:** 10 minutes

**To:** Mayor and Supervisors

**From:** Parks and Recreation Department

**Subject Title: For Possible Action:** To direct Parks and Recreation Department and Public Works Department staff to consider Mills Park as an alternate site to the Boys & Girls Club of Western Nevada for the Multi-purpose Athletic Center (MAC). (Roger Moellendorf)

**Staff Summary:** With approval of the 1/8<sup>th</sup> of one-percent sales tax ordinance staff is ready to proceed with the completion of the design for the MAC project. However, there has been some discussion regarding the consideration of Mills Park as an alternate site for the MAC. Staff is requesting direction from the Board of Supervisors whether they want us to proceed with the present site at the Boys & Girls Club of Western Nevada or consider another site at Mills Park as an alternate.

**Type of Action Requested:** (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to direct Parks and Recreation Department and Public Works Department staff to consider Mills Park as an alternate site to the Boys & Girls Club of Western Nevada for the Multi-purpose Athletic Center (MAC).

**Explanation for Recommended Board Action:** On May 1, 2014 the Board of Supervisors approved on second reading an ordinance implementing the 1/8<sup>th</sup> of one-percent sales tax and the infrastructure projects associated with it. The MAC is one of the approved projects that will be funded in part with the tax. The MAC is approximately 60% designed and staff is ready to move forward with the completion of the design, which may take three to four months. Construction of the project could begin in 2015. On June 18, 2009 the Board of Supervisors approved an agreement between the City and the Boys & Girls Club to acquire and option to develop the facility on the Boys & Girls Club property for \$375,000. The option is good for ten years. On February 17, 2011 the Board of Supervisors approved the MAC concept and directed staff to proceed with the project at the Boys & Girls Club site. However, recently there has been some discussion about considering Mills Park as an alternate site and possibly building a larger facility. Staff from the Parks and Recreation Department and staff from the Public Works Department are requesting direction from the Board as to whether to proceed with the design of the MAC at the current site located next to the Boys & Girls Club clubhouse on property owned by them or to investigate the feasibility of considering Mills Park as an alternate site.

**Applicable Statue, Code, Policy, Rule or Regulation:** N/A.

**Fiscal Impact:** No direct fiscal impact with this action with the exception of staff time from the parks and recreation and public works departments. However, funds may be necessary to conduct a feasibility study if so desired by the Board of Supervisors.

**Explanation of Impact:** N/A.

**Funding Source:** N/A.

**Alternatives:** Do not approve and direct staff to continue with the design and construction of the MAC at the current site next to the Boys & Girls Club clubhouse.

**Supporting Material:** 1) Board of Supervisors meeting minutes of June 18, 2009. 2) Board of Supervisors meeting minutes of February 17, 2011.

**Prepared By:**  Date: 5/6/14  
Roger Moellendorf, Parks & Recreation Director

**Reviewed By:**  Date: 5/6/14  
Roger Moellendorf, Parks & Recreation Director

 Date: 5/6/14  
Marena Works, Interim City Manager

 Date: 5/6/14  
District Attorney's Office

 Date: 5/6/14  
Finance Department

**Board Action Taken:**

Motion: \_\_\_\_\_ 1: \_\_\_\_\_ Aye/Nay

2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

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relative to the time frame being up to 15 years, subject to consideration of each individual application; 15 years being the maximum time frame, but it can be less. Vice Chairperson Abowd seconded the motion. Motion carried 5-0.

**20. ACTION TO ADJOURN REDEVELOPMENT AUTHORITY (10:46:56)** - Member Crowell moved to adjourn the Redevelopment Authority meeting at 10:46 a.m. Vice Chairperson Abowd seconded the motion. Motion carried 5-0.

**21. RECONVENE BOARD OF SUPERVISORS (10:47:11)** - Mayor Crowell reconvened the Board of Supervisors at 10:47 a.m.

**22. OFFICE OF BUSINESS DEVELOPMENT - ACTION TO ADOPT THE POLICY TO PHASE OUT THE USE OF SALES TAX REIMBURSEMENT INCENTIVE AGREEMENTS (10:47:21)** - Mayor Crowell introduced this item, noting it as the companion to the preceding Redevelopment Authority item. He entertained public comment and, when none was forthcoming, incorporated the previous comments. He entertained a motion. **Supervisor Abowd moved to adopt the policy to phase out the use of sales tax reimbursement incentive agreements pursuant to the previously established conditions. Supervisor Walt seconded the motion. Motion carried 5-0.**

**23. PARKS AND RECREATION DEPARTMENT, OPEN SPACE DIVISION - ACTION TO AUTHORIZE STAFF TO COMMUNICATE TO THE BUREAU OF LAND MANAGEMENT, THE STATE OF NEVADA INDIAN COMMISSION, AND THE BOARD OF SUPERVISORS CONCURRENCE WITH REPAINTING THE "S" AT PRISON HILL (10:48:18)** - Mayor Crowell introduced this item. Open Space / Property Manager Juan Guzman introduced State of Nevada Indian Commission Executive Director Sherry Rupert and reviewed the agenda materials. In response to a question, Mr. Guzman advised of no reason not to approve the item.

(10:49:17) Ms. Rupert reviewed historic and current activities information regarding the Indian Commission and the Stewart Indian School. In response to a question, she explained that the BLM permit provides for the right-of-way to paint the "S" this year and to maintain it thereafter.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor Aldean moved to authorize staff to communicate to the Bureau of Land Management and the State of Nevada Indian Commission the Board of Supervisors' concurrence with the repainting of the "S" located at Prison Hill. Supervisor Walt seconded the motion. Motion carried 5-0.**

\* **24. PARKS AND RECREATION DEPARTMENT - ACTION TO APPROVE A NEW STRATEGY FOR THE PROPOSED INDOOR RECREATION CENTER WHICH INCLUDES THE CONSTRUCTION OF A MULTI-PURPOSE ATHLETIC COMPLEX AS THE FIRST PHASE OF THE PROJECT (10:56:11)** - Mayor Crowell introduced this item. Parks and Recreation Department Director Roger Moellendorf introduced Park Planner Vern Krahn and reviewed the agenda materials in conjunction with a PowerPoint presentation, copies of which were distributed to the Board members and the Clerk prior to the start of the meeting.

In response to a question, Mr. Moellendorf expressed a preference to remain with the current consultant. "He's got a long track record and he specializes in design of these types of facilities. We've been working

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with him for about five years on this project, if not longer.” In consultation with Mr. Werner, Mr. Moellendorf advised of a preference for a low-bid form of delivery service for construction of the facility. Mayor Crowell discussed the importance of hiring local contractors. Mr. Moellendorf responded to questions of clarification relative to the track availability and accessibility. He acknowledged that the proposed facility satisfies the Question #18 requirement for a community gymnasium. Supervisor Abowd agreed with Mayor Crowell’s comments relative to hiring local contractors. She expressed concern over adequate spectator space and parking relative to future recreation center opportunities. Mr. Moellendorf discussed the consultants’ recommendation for “anywhere from about 100 and 107 parking spaces.” A joint use agreement would be entered into with the Boys and Girls Clubs of Western Nevada with the hope to use some of their parking. He noted that many of the City-programmed activities would take place during the weekend. He pointed out, on a displayed graphic, an area with the potential to accommodate “spill over parking.” Based on consultation with several sources and a specification manual, he discussed the recommendation for approximately 250 seats per full-sized gymnasium. In consideration of the number of spectators who usually attend indoor soccer events, Mr. Moellendorf suggested the possibility of “a little bit more of a management issue as far as controlling the seating and the amount of people in attendance in the facility.” Supervisor Walt related anecdotal information regarding a recent indoor soccer event she attended in Sparks. She further related the comments and action taken by the Parks and Recreation Commission relative to this item, and discussion followed.

Supervisor Walt discussed reservations over the narrowness of the proposed youth indoor soccer facility. Mr. Moellendorf expressed a willingness to consider expanding the width of the facility, noting associated costs. In response to a comment, he advised that the dimensions of the proposed facilities are “within the range of the FIFA standards.” He reiterated a willingness to consider expanding the width. In reference to the previous indoor recreation center design, Supervisor Aldean noted the annual operating deficit of \$180,792 “which the Board, at that time, deemed unacceptable.” In response to a question, Mr. Moellendorf advised of having only cursorily considered the anticipated revenues to offset the operating costs. He reiterated that a joint use agreement and a joint use operating agreement with the Boys and Girls Clubs of Western Nevada will be considered “to help pay for the portion of ... the operation of this facility, particularly for the times when the Boys and Girls Clubs would be operating the facility.” He advised of the need to consider other ways for generating revenues. He responded to additional questions regarding gymnasium operations and staff, and discussion followed. Supervisor Aldean expressed a preference to consider 100 percent cost recovery. Mr. Moellendorf noted “one of the trade offs that we have with this type of facility as opposed to a ... comprehensive indoor recreation center is that ... you don’t have quite as many revenue generating possibilities with this. You don’t have climbing walls, you don’t have an aerobic area, you don’t have a strength training area that really draw a lot of people on a continuous basis into a facility. So, the one drawback to this is it doesn’t quite have the revenue-generating capabilities that an indoor recreation center would have.” Supervisor Aldean encouraged creativity, and suggested considering the \$120,000 allocated annually to the Boys and Girls Clubs to assist with maintenance costs. In consideration of recent discussions with Mr. Moellendorf and Mr. Werner, she expressed a preference to remain open-minded about the subject item being the first phase of a larger project. She noted the importance of the City fulfilling its “philosophical commitment to the Boys and Girls Clubs in terms of providing gym space.” She was uncertain as to the subject location being appropriate for an indoor recreation center, and requested the maker of the motion to so indicate. She expressed the opinion “we need to preserve our options,” noting she is the only Board member who had participated in those discussions. She expressed a preference to revisit the issue, and requested a commitment from staff to do so. Mr. Moellendorf assured the Board that prior to considering development of an indoor recreation

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center, the matter would be again addressed through the public process. He further assured the Board that the subject action allows the flexibility for using the site "as an indoor recreation center. It doesn't commit you to using that site ..."

In response to a further question, Mr. Moellendorf advised that no new revenue will be required for construction of the subject facility. "Currently, we have \$6 million budgeted for a multi-purpose gym that we've been earmarking for the recreation center." Supervisor McKenna inquired as to what would happen to the funding "if we do nothing." Mr. Moellendorf suggested the funds could conceivably be used for another purposes, but clarified "it would have to be within ... the confines of the Quality of Life initiative." Mr. Werner advised that the \$6 million is bond proceeds and would "have to be used for something along the Q18 guideline." In response to a question, Mr. Moellendorf advised that all of the Recreation Division's youth and adult sports are 100 percent direct cost recovery. He clarified there are indirect, overhead costs that aren't included.

Mayor Crowell entertained additional Board member questions or comments and, when none were forthcoming, public comment. (11:36:20) Joe Crowdis inquired as to volleyball courts. Mr. Moellendorf advised that, as a multi-purpose athletic facility, "there will be volleyball courts lined out with the basketball courts and the soccer courts." He acknowledged that the proper hardware will be included in the floors and explained the color coding associated with each sport. Mr. Crowdis expressed support for the project.

(11:37:05) Carol Howell inquired as to the source of the \$6 million. Mayor Crowell explained that the source of the funding was the 1/4 cent sales tax initiative passed by the voters as Question #18 in 1996. He reviewed the allocation of revenues between open space, parks and recreation, and maintenance. He acknowledged that the \$6 million is earning interest. Finance Department Director Nick Providenti responded to questions regarding the associated bonds issued in 2006 / 07. He acknowledged the accuracy of Mr. Moellendorf's previous statement that "the project was put on hold ... about two years ago when we realized we weren't going to be able to fund the \$12 million rec center." In response to a question, Mr. Moellendorf advised that the proposed facility would cost approximately \$4.5 million. "We'd have enough funds to build this phase, but then, at that point, we'd have to take a look and see what the economy does, what sales tax revenue does, or maybe look at some other funding mechanisms if the decision was to go forward with the comprehensive recreation center in the future. When that would happen ... would be anybody's guess at this point." In response to a question, Mr. Moellendorf anticipates that citizens would use the proposed facility. He advised that "the only thing we're limited right now from expanding our current programs is lack of gym space. And, as mentioned earlier in this presentation, there's a large segment ... particularly of teenagers, that we're not servicing. This would give us the ability to service the youth, expand our adult ... and our youth programs." Mr. Moellendorf expressed the opinion that the facility would be well used. He advised that the school facilities are generally not available to the public during weekends.

(11:40:07) Boys and Girls Clubs of Western Nevada Administrator Hal Hansen expressed full support for the proposed facility, and looks forward to discussions "about helping pay for some of those expenses."

Mayor Crowell entertained additional public comment and, when none was forthcoming, a motion. **Supervisor Walt moved to approve a new strategy for the proposed indoor recreation center which includes the construction of a multi-purpose athletic complex, with consideration given to expanding**

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the square footage of the facility to accommodate larger fields, spectatorship, and adequate parking. Supervisor Abowd seconded the motion. Mayor Crowell entertained discussion and, when none was forthcoming, a vote on the pending motion. **Motion carried 5-0.** Mayor Crowell thanked the Parks and Recreation Department staff, and advised of having recently met with representatives of a new business considering relocation to Carson City. "Top on their list is quality of life issues."

**25. DISTRICT ATTORNEY - ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.35, FEES ON COURT ACTIONS TO SUPPORT PRO BONO PROGRAMS AND TO PROVIDE LEGAL SERVICES TO ABUSED OR NEGLECTED CHILDREN OR VICTIMS OF DOMESTIC VIOLENCE, BY CHANGING THE NAME OF CHAPTER 2.35 TO FEES ON COURT ACTIONS TO SUPPORT PROGRAMS FOR LEGAL AID, PRO BONO PROGRAMS, AND TO PROVIDE LEGAL SERVICES TO ABUSED OR NEGLECTED CHILDREN OR VICTIMS OF DOMESTIC VIOLENCE, AND BY AMENDING SECTION 2.35.010, FEES IN DISTRICT COURT, AND BY AMENDING SECTION 2.35.020, FEES IN JUSTICE COURT, TO PROVIDE FOR PAYMENT OF FEES TO ONE OR MORE ELIGIBLE ENTITIES, AND BY AMENDING SECTION 2.35.030, COLLECTION - PAYMENT TO TREASURER, TO PROVIDE FOR PRO-RATA PAYMENT OF FEES TO ELIGIBLE ENTITIES, AND OTHER MATTERS PROPERLY RELATED THERETO (11:43:15)** - Mayor Crowell introduced this item, and Mr. Munn reviewed the agenda materials. In response to a question, Mr. Munn advised of no good reason to not pass the ordinance on first reading. Mayor Crowell entertained public comment and, when none was forthcoming, a motion. Supervisor Aldean advised of typographical errors and that she would provide the same to Mr. Munn. **Supervisor Aldean moved to introduce, on first reading, Bill No. 102, an ordinance amending the Carson City Municipal Code, Title 2, Administration and Personnel, Chapter 2.35, Fees on Court Actions to Support Pro Bono Programs and to Provide Legal Services to Abused or Neglected Children or Victims of Domestic Violence, by changing the name of Chapter 2.35 to Fees on Court Actions to Support Programs for Legal Aid, Pro Bono Programs, and to Provide Legal Services to Abused or Neglected Children or Victims of Domestic Violence, and by amending Section 2.35.010, Fees in District Court, and by amending Section 2.35.020, Fees in Justice Court, to provide for payment of fees to one or more eligible entities, and by amending Section 2.35.030, Collection - Payment to Treasurer, to provide for pro-rata payment of fees to eligible entities, and other matters properly related thereto. Supervisor Walt seconded the motion. Motion carried 5-0.**

**26. CITY MANAGER - ACTION TO AUTHORIZE THE CITY MANAGER TO NOTIFY, IN WRITING PURSUANT TO NRS 260.010, THE STATE PUBLIC DEFENDER OF THE BOARD'S INTENT TO ESTABLISH ITS OWN COUNTY PUBLIC DEFENDER, EFFECTIVE JULY 1, 2011 (11:42:30)** - Mayor Crowell acknowledged the possibility of testimony from the District and Justice Court judges, the prosecutor, and the public defender. He assured everyone that "nobody is making a recommendation on taking sides in the delicate balance we have between the prosecution and the defense when we get to justice issues." At Supervisor Aldean's request, he first addressed item 25. (11:46:15) Mayor Crowell referenced his previous comments, introduced this item, and requested Mr. Werner to specifically discuss the timing of the subject item, whether the Board's action could be revisited, and analysis of the impact of Carson City establishing its own county public defender. Mr. Werner provided background information and reviewed the agenda materials.

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When none was forthcoming, he entertained a motion. Supervisor Aldean moved to adopt, on second reading, Bill No. 109, Ordinance No. 2009-10, an ordinance amending Title 12, Water, Sewerage, and Drainage, Chapter 12.03, Sewer Connection Charges and Use Rates, Section 12.03.020, Schedule of Rates, by increasing all rates five percent, and other matters properly related thereto; this rate increase will be effective as of July 1, 2009. Supervisor Livermore seconded the motion. Motion carried 4-0.

**19(C) ACTION TO ADOPT, ON SECOND READING, BILL NO. 110, AN ORDINANCE AMENDING TITLE 12, WATER, SEWERAGE, AND DRAINAGE, CHAPTER 12.17, STORM WATER SERVICE CHARGES, SECTION 12.17.040, SERVICE CHARGE RATES, BY INCREASING THE SERVICE CHARGE RATES BY TEN PERCENT (10%), ON BILLS DATED ON OR AFTER JULY 1, 2009; AND OTHER MATTERS PROPERLY RELATED THERETO (10:13:04)** - Mayor Crowell introduced this item and called for public comment. When none was forthcoming, he entertained a motion. Supervisor Walt moved to adopt, on second reading, Bill No. 110, Ordinance No. 2009-11, an ordinance amending Title 12, Water, Sewerage, and Drainage, Chapter 12.17, Storm Water Service Charges, Section 12.17.040, Service Charge Rates, by increasing the service charge rates by ten percent on bills dated on or after July 1, 2009, and other matters properly related thereto. Supervisor Livermore seconded the motion. Motion carried 4-0.

\* **20. PARKS AND RECREATION - ACTION TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY OF CARSON CITY AND THE BOYS AND GIRLS CLUBS OF WESTERN NEVADA TO ACQUIRE AN OPTION TO DEVELOP A RECREATION CENTER, WHICH SHALL INCLUDE A GYM, ON PROPERTY OFFERED BY THE BOYS AND GIRLS CLUBS, LOCATED AT 1870 RUSSELL WAY, FOR A PERIOD OF TEN YEARS AND FOR A ONE-TIME PAYMENT OF \$375,000 (10:13:59)** - Parks and Recreation Department Director Roger Moellendorf introduced this item, and advised of having received a positive recommendation from the Parks and Recreation Commission at a meeting held Tuesday, June 16<sup>th</sup>. He reviewed the agenda report. He acknowledged that the agreement effects "what has been talked about for a number of years between the Boys and Girls Clubs and the City." He advised of a joint use agreement which was recommended for approval by the Parks and Recreation Commission in April or May. The intent was to present the joint use agreement to the Board of Supervisors "bundled with a couple other action items" relative to construction of the facility. At the time the Board suspended the project, the joint use agreement was set aside, but "can be brought forward at any time."

Boys and Girls Clubs of Western Nevada President Ryan Russell acknowledged having provided a revised and executed agreement to the Clerk. Supervisor Aldean reviewed the revisions. In response to a question regarding the provisions of Section 2, Option Term, Mr. Moellendorf explained there is no interim agreement. "It's just basically saying that they're going to allow us to have joint use." Supervisor Walt expressed concern over a joint use agreement not being executed first. She expressed additional concern over maintenance of the playing fields and the anticipated amount of use by the Parks and Recreation Department. Mr. Moellendorf reviewed the planning and design of the facility in consideration of the restricted budget. He advised of no recreation / leisure programs which could "immediately take advantage of" the recreation facility. The potential for youth enrichment programs is being considered. Mr. Moellendorf discussed the immediate need for the outdoor facilities planned at the Boys and Girls Clubs location. In consideration of the design of the fields, he advised of having previously presented a site plan to both the Parks and Recreation Commission and the Board of Supervisors. The field is located in the

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southwest corner of the site, and will serve multiple purposes including baseball and soccer practices. In response to an additional question, Mr. Moellendorf explained the "standard practice" not to light City parks or athletic practice fields. Supervisor Walt suggested addressing time in the joint use agreement in consideration of athletic programs which begin in the autumn, during standard time. She expressed the opinion that the Boys and Girls Clubs location is not an ideal site for the new recreation facility. Mr. Moellendorf acknowledged that the \$375,000 would revert back to the City only in the event of the Boys and Girls Clubs terminating the agreement.

In response to a further question, Mr. Moellendorf advised of a "long negotiation" over the past couple years with the Boys and Girls Clubs, and of having presented all the issues to the Board of Supervisors. A memorandum of understanding was presented to the Board of Supervisors over a year ago "just to begin this process so that we would have ... a common vision of what we're trying to accomplish by going into partnership with the Boys and Girls Clubs for this joint venture." Mr. Moellendorf reviewed the provisions of the memorandum of understanding, including a "theory and a spirit of joint use of the facilities," "who would be responsible for what type of development," etc. He acknowledged that the memorandum of understanding doesn't have the same legal basis as an agreement. In consideration of diminishing revenues, he pointed out the "wave of the future" represented by memoranda of understanding and partnerships with other governmental entities and non-profit organizations. "To accomplish the services that we want to provide for our citizens, we're going to have to rely on these types of partnerships in the future." Mr. Moellendorf described the subject agreement as representative of a "groundbreaking opportunity for the City ... to go forward in this manner." In reference to Supervisor Walt's concerns over the Boys and Girls Clubs site, Mr. Moellendorf expressed the opinion that "it's a very good site. It's centrally located ... east and west. It has great transportation routes, ... great non-motorized transportation routes, ... very good access to the freeway. It's a very good site." Mr. Moellendorf agreed it's not an ideal site. "We don't have an ideal site ... within the City, unfortunately." In response to an additional question, Mr. Moellendorf advised that the Boys and Girls Clubs will be responsible for maintaining the fields. He acknowledged "diminished light" in the "shoulder seasons," but noted the probable addition of "a couple hundred thousand dollars" to light the fields at the Boys and Girls Clubs site. In response to an additional question, he estimated an hour and a half of use for the Boys and Girls Clubs fields after 6:00 p.m. He suggested this represents "a lot more than we're able to get in right now."

Supervisor Livermore pointed out that the fields at the Boys and Girls Clubs location will also be available all day on Saturdays and Sundays. He advised that the joint use agreement between the City and the Carson City School District has been in place for over 20 years. He noted that the agreement doesn't specifically provide for hours of use "because things change." "We trust the Director of Operations of the School District and the Director of Operations of the Parks Department to meet and negotiate terms and conditions." Supervisor Livermore pointed out that the arrangement "has worked well for 20-plus years," and expressed confidence that the Boys and Girls Clubs joint use agreement will work "in the same fashion."

In response to a question, Mr. Moellendorf explained that Paragraph 6, Miscellaneous, of the subject agreement is standard verbiage. Supervisor Walt reiterated concern over executing the subject agreement without having previously executed the joint use agreement. Mr. Moellendorf expressed understanding for the concern, and reiterated that the joint use agreement has been presented to the Parks and Recreation Commission, which recommended it for approval by the Board of Supervisors. He agreed with Supervisor Livermore's comments that "we're talking about reasonable people who have the same goals in mind as

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us to serve the youth of our community. ... it's a good relationship between the Boys and Girls Clubs and the Parks and Recreation Department." Mr. Moellendorf acknowledged that the \$375,000 will be allocated from Question #18.

Supervisor Aldean expressed understanding for Supervisor Walt's concerns over the joint use agreement, and assurance regarding the fact that the Parks and Recreation Commission had reviewed the subject agreement. She noted the opportunity, represented by the subject agreement, to work cooperatively with the Boys and Girls Clubs at an operational level. "Generally, when you option a piece of property, you have to pay some option money and that's essentially what we're doing here to preserve this ... as a potential site for a future rec center." Supervisor Aldean noted the "huge investment already," and that the plans "unfortunately or fortunately are site specific." She suggested that the subject agreement will serve as an indication of "how cooperatively we can work with one another because if, in fact, we do move ahead with the project and make a substantially greater investment, we want some assurance that the City and the Boys and Girls Clubs will continue to work cooperatively to our mutual benefit." Mr. Moellendorf acknowledged the point and, on behalf of the Parks and Recreation Department, expressed the hope that completing the project will not take ten years. He suggested considering that the Boys and Girls Clubs are giving up the opportunity to develop the land for their benefit during the option period. "That's not an insignificant contribution to this project."

Mayor Crowell opened this item to public comment and, when none was forthcoming, entertained a motion. Supervisor Livermore moved to authorize the mayor to sign an agreement between the City of Carson City and the Boys and Girls Clubs of Western Nevada to acquire an option to develop a recreation center which shall include a gym, on property offered by the Boys and Girls Clubs, located at 1870 Russell Way, for a period of ten years and for a one-time payment of \$375,000; funding source is Question #18. Supervisor Aldean seconded the motion. Motion carried 4-0.

**21. HEALTH AND HUMAN SERVICES - ANIMAL SERVICES - ACTION TO INTRODUCE, ON FIRST READING, AN ORDINANCE AMENDING CARSON CITY MUNICIPAL CODE, TITLE 7, ANIMALS, BY AMENDING CHAPTER 7.13, LICENSES AND REGULATIONS, AMENDING SECTION 7.13.010, DEFINITIONS, AMENDING SECTION 7.13.030, ANIMAL SERVICES DIRECTOR - ANIMAL SERVICES OFFICER - POWER AND DUTIES, AMENDING SECTION 7.13.090, VACCINATION OF DOGS AND CATS REQUIRED - REVACCINATION REQUIRED, EXCEPTIONS, AMENDING SECTION 7.13.100, ANIMAL SERVICE TAGS, PERMITS, AND FEES, AMENDING SECTION 7.13.110, RESTRAINING ANIMALS - SANITATION, REPEALING SECTION 7.13.130, FEMALE DOGS OR CATS RUNNING AT LARGE IN COPULATION SEASON - IMPOUNDS, AMENDING SECTION 7.13.140, CONDITIONS FOR RELEASE OF IMPOUNDED DOG, AMENDING SECTION 7.13.145, CONDITIONS FOR RELEASE OF IMPOUNDED CATS AND ADDITIONAL CONDITIONS FOR RELEASE OF IMPOUNDED DOGS, AMENDING SECTION 7.13.190, KEEPING OF ANIMALS IN ZONED AREAS, REPEALING SECTION 7.13.195, FERRETS, AMENDING SECTION 7.13.200, VICIOUS OR DANGEROUS ANIMALS, AMENDING SECTION 7.13.220, KEEPING OF AN ANIMAL POSSESSING VICIOUS OR DANGEROUS TENDENCIES, AMENDING SECTION 7.13.230, MISKEEPING OF A VICIOUS OR DANGEROUS ANIMAL, AMENDING SECTION 7.13.240, VICIOUS OR DANGEROUS ANIMAL MAY BE KILLED, ADDING SECTION 7.13.265, RABIES CONTROL AUTHORITY, AMENDING SECTION 7.13.280, IMPOUNDING OR DESTROYING OF RABID ANIMALS, AMENDING SECTION 7.13.450, POISONING ANIMALS,**

**City of Carson City  
Agenda Report**

**Date Submitted:** October 11, 2011

**Agenda Date Requested:** October 20, 2011  
**Time Requested:** 20 Minutes

**To:** Mayor and Supervisors

**From:** Parks and Recreation Department

**Subject Title:** Action to approve an Amended Option Agreement between the Boys & Girls Club of Western Nevada and the City of Carson City for the purchase of Boys & Girls Club property along Russell Way for the purpose of building an Indoor Recreation Center (Multi-Purpose Athletic Center). (Roger Moellendorf, Parks and Recreation Director)

**Staff Summary:** The Parks and Recreation Department is recommending amending the current Option Agreement between the Boys & Girls Club of Western Nevada so that it more closely reflects the changes to the Indoor Recreation Center project to that of a Multi-Purpose Athletic Center (MAC).

**Type of Action Requested:** (check one)

- Resolution                       Ordinance  
 Formal Action/Motion    Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes    No

**Recommended Board Action:** I move to approve an Amended Option Agreement between the Boys & Girls Club of Western Nevada and the City of Carson City for the purchase of Boys & Girls Club property along Russell Way for the purpose of building an Indoor Recreation Center (Multi-Purpose Athletic Center).

**Explanation for Recommended Board Action:** On June 18, 2009, the Board of Supervisors approved an Option Agreement (Exhibit A) between the City and the Boys & Girls Club of Western Nevada for an option to acquire property for the purpose of developing an indoor recreation center for a period of ten years. This Agreement with its accompanied parcel map was based in part on a co-joined building concept with the Boys & Girls Club as well as approval of an operating joint use agreement between the City and the Boys & Girls Club. Recent factors including the downturn in the economy, downsizing the indoor recreation center to Multi-Purpose Athletic Center (MAC), eliminating the co-joined building concept, and the change of direction from a joint use agreement to a facility rental agreement have caused significant changes to the project that in staff's opinion has rendered the existing Option Agreement outdated. Staff believes that the attached Amended Option Agreement (Exhibit B) including an accompanied new parcel map, more accurately reflects the changes in the project since the adoption of the Option Agreement in June of 2009.

The current Option Agreement makes reference to a joint use agreement between the two parties. The accompanied parcel map divides the property into four parcels (A – D) with only Parcel A being retained as property of the Boys & Girls Club. Parcel C was sold by the Boys & Girls Club to a private developer. Parcel B is to be acquired by the City. This parcel includes the indoor recreation center building site and property surrounding the Boys & Girls Clubhouse including their parking lot. Parcel D, which includes the athletic fields, is listed as a possible future Carson City parcel.

The proposed Amended Option Agreement eliminates references to a joint use agreement and replaces it with a facility use agreement. The parcel map divides the property currently owned by the Boys & Girls Club into three parcels (1 - 3). Parcel 1 includes the Clubhouse and the surrounding grounds and the parking lot to remain in the ownership of the Boys & Girls Club. Parcel 2 includes the MAC site and surrounding property including the MAC parking lot. Parcel 3 includes the athletic field to remain in the ownership of the Boys & Girls Club. The Amended Agreement reduces the amount of property that the City would acquire and its corresponding maintenance responsibilities and allows the Boys and Girls Club to retain ownership of its parking lot and associated landscaping.

The Parks Recreation Commission approved the Amended Option Agreement and recommended approval to the Board of Supervisors during their October 4, 2011, Commission meeting.

**Applicable Statue, Code, Policy, Rule or Regulation:** Carson City Charter; Section 2.140

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

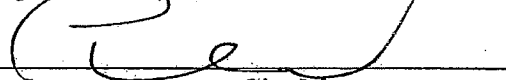
**Alternatives:** Reject the Amended Option Agreement and retain the existing Option Agreement.

**Supporting Material:**

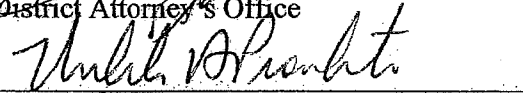
Exhibit A: Option Agreement

Exhibit B: Amended Option Agreement

**Prepared By:**  Date: 10/11/11  
Roger Moellendorf, Parks & Recreation Director

**Reviewed By:**  Date: 10/11/11  
Lawrence A. Werner, City Manager

 Date: 10/11/11  
District Attorney's Office

 Date: 10/11/11  
Finance Department

**Board Action Taken:**

Motion: App 1: KA 5 0  
Aye/Na  
2: JM \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
(Vote Recorded By)

# Exhibit A

## OPTION AGREEMENT

This Option Agreement ("Option") is entered into this 18<sup>th</sup> day of June, 2009, by and between BOYS AND GIRLS CLUB OF WESTERN NEVADA, INC., a Nevada non-profit corporation, (the "Club") and CARSON CITY, a consolidated municipality and political subdivision of the STATE OF NEVADA (the "City"), hereinafter collectively referred to as the "Parties."

### RECITALS

**WHEREAS**, the Club is the owner of certain real property located in Carson City, in the State of Nevada, being Assessor's Parcel Number 002-101-85;

**WHEREAS**, the City desires to purchase an option to develop a recreation center, which shall include a gym, on a portion of said real property, and the Club desires to sell said option on said portion under the terms hereinafter set forth;

**WHEREAS**, the Parties desire to enter this Agreement in order to govern their rights and obligations set forth herein.

**NOW THEREFORE**, in consideration of the mutual promises, covenants and conditions contained herein, the parties agree as follows:

1. **Grant of Option.** For and in consideration of the sum of THREE HUNDRED SEVENTY FIVE THOUSAND AND 00/100ths Dollars (\$375,000.00) which funds shall be nonrefundable except as set forth in paragraph 3 below, payable in conjunction with the execution hereof, the Club hereby grants to the City, the exclusive option to develop a recreation center, which shall include a gym on a portion of that certain real property located in Carson City, Nevada, being Assessor's Parcel Number 002-101-85, more particularly described as Parcel B, set forth on Exhibit 1 attached hereto, and by this reference, incorporated herein (the "Property"). The Club shall be responsible for parceling the Property in conformance with the illustration attached hereto as Exhibit 1.

2. **Option Term.** The City may exercise the Option at any time on or before June 4, 2019, (the "Option Period"). During the Option Period, as set forth in a joint use agreement between the Parties, the City shall enjoy joint use of the Club's facility.

3. **Method of Exercise.** The City may exercise the Option by providing the Club thirty (30) days written notice of the City's intention to commence construction of a recreation center, which shall include a gym, on the Property. At any time prior to receiving notice of the City's intention to commence construction, the Club shall have the right to terminate the Option by refunding THREE HUNDRED SEVENTY FIVE THOUSAND AND 00/100ths Dollars (\$375,000.00) to the City.

4. **Price/Conveyance.** Upon exercise of the Option, the Club shall deed the Property

to the City in fee, so long as the same is used for recreational facility purposes in exchange for the consideration set forth in paragraph 1 above, plus an additional Ten Dollars (\$10) and the consideration of a joint use agreement between the Parties. Upon the City's completion of construction of a recreation center, the Parties shall share joint use of the other's facilities, under a joint use agreement between the Parties.

5. **Assignment.** Neither of the Parties may assign its rights or obligations under the Option without the express written consent of the other party.

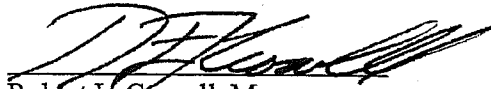
6. **Miscellaneous.** If either of the Parties must file suit to enforce or protect its rights hereunder, the prevailing party shall be entitled to attorneys' fees and costs. This agreement shall be construed in accordance with Nevada law.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed as of the date and year first above written

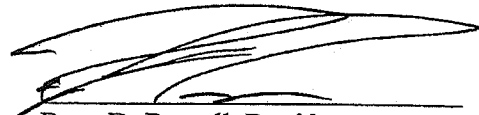
CARSON CITY, a political subdivision  
of the State of Nevada

BOYS AND GIRLS CLUB OF WESTERN  
NEVADA, a Nevada non-profit corporation

By:

  
Robert L. Crowell, Mayor

By:

  
Ryan D. Russell, President

ATTEST:

  
ALAN GLOVER, Clerk - Recorder

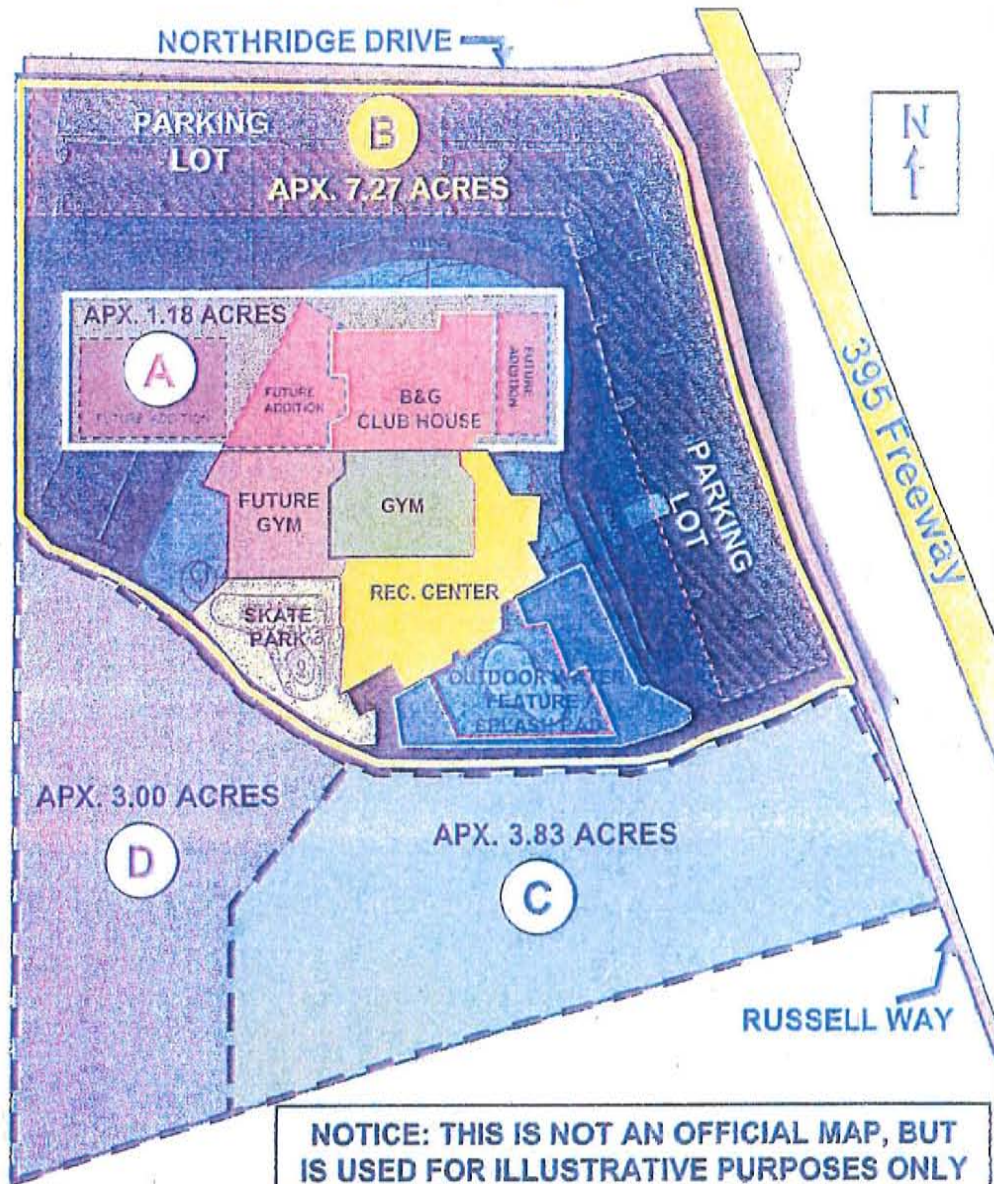


**EXHIBIT 1**

**PROPOSED RECREATION CENTER AND CLUBHOUSE COMPLEX**

# PROPOSED RECREATION CENTER and CLUBHOUSE COMPLEX

Northridge Drive at Russell Way, Carson City, NV



PROJECT DESIGN & UNDERLAY MAP BY VALENTINER CRANE, CARSON CITY NV.  
OVERLAY MAP-DIAGRAM BY W. J. GEDDES, CARSON CITY DEPUTY D.A. (VERSION 3 (03-05-08))

- A** B&G PARCEL - CLUBHOUSE AND EXPANSION AREA.
- B** CARSON CITY PARCEL - GYM, REC CENTER, FUTURE EXPANSION & PARKING LOTS.
- C** B&G LANDS TO SELL.
- D** B&G PARCEL, POSSIBLE FUTURE CARSON CITY PARCEL - ATHLETIC FIELDS.

Final

**AMENDED OPTION AGREEMENT**

This Option Agreement ("Option") is entered into on this 20<sup>th</sup> day of October, 2011, by and between BOYS AND GIRLS CLUBS OF WESTERN NEVADA, INC., a Nevada non-profit corporation, (the "Club") and CARSON CITY, a consolidated municipality and political subdivision of the STATE OF NEVADA (the "City"), hereinafter collectively referred to as the "Parties."

**RECITALS**

**WHEREAS**, the Club is the owner of certain real property located in Carson City, in the State of Nevada, being Assessor's Parcel Number 002-101-85;

**WHEREAS**, in 2009 it was expressed that the City desired to purchase an option to develop a recreation center, which shall include a gym, on a portion of said real property, and the Club desired to sell said option on said portion under the terms thereafter set forth;

**WHEREAS**, since 2009, the financial situation of the parties have changed and the parties desire to enter into an agreement which better reflects their financial positions;

**WHEREAS**, in the previous Agreement, dated June 18, 2009, the parties agreed that consideration for such Agreement would be that the Parties would share joint use of the other's facilities under a joint use agreement;

**WHEREAS**, both Parties desire to enter into building rental agreements rather than joint use agreements, the Parties wish to waive the right to joint use of each other's facility under a joint use agreement;

**WHEREAS**, the parties desire to enter into this Agreement in order to govern their rights and obligations set forth herein;

**NOW THEREFORE**, in consideration of the mutual promises, covenants and conditions contained herein, the parties jointly agree to amend the previous agreement as follows:

1. **Grant of Option.** Through the payment of the sum of THREE HUNDRED SEVENTY FIVE THOUSAND AND 00/100ths Dollars (\$375,000.00) which funds are nonrefundable except as set forth in paragraph 3 below, payable in conjunction with the execution hereof, the Parties entered into an Option Agreement on June 18, 2009, whereby the Club granted the City, the exclusive option to develop a recreation center, which shall include a gym on a portion of that certain real property located in Carson City, Nevada, being Assessor's Parcel Number 002-101-85, more particularly described as Parcel B, set forth on Exhibit 1 attached hereto, and by this reference, incorporated herein (the "Property")

2. **Option Term.** The City may exercise the Option at any time on or before June 4, 2019, (the "Option Period").

3. **Method of Exercise.** The City may exercise the Option by providing the Club thirty (30) days notice of the City's intention to commence construction of a recreation center, which shall include a gym, on the Property. At any time prior to receiving notice of the City's intention to commence construction, the Club shall have the right to terminate the Option by refunding THREE HUNDRED SEVENTY FIVE THOUSAND AND 00/100ths Dollars (\$375,000.00) to the City.

4. **Price/Conveyance** Upon exercise of the Option, the Club shall deed the Property to the City in fee, so long as the same is used for recreational facility purposes in exchange for the consideration set forth in paragraph 1 above, plus an additional Ten Dollars (\$10) and the consideration of a facility use agreement between the Parties.

5. **Assignment.** Neither of the Parties may assign its rights or obligations under the Option without the express written consent of the other party.

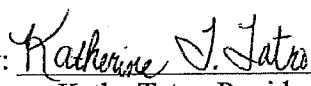
6. **Miscellaneous.** If either of the Parties must file suit to enforce or protect its rights hereunder, the prevailing party shall be entitled to attorney's fees and costs. This agreement shall be construed in accordance with Nevada law.


**IN WITNESS WHEREOF**, the parties hereto have caused this agreement to be duly executed as of the date and year first above written.

CARSON CITY, a political subdivision  
of the State of Nevada

BOYS AND GIRLS CLUB OF WESTERN  
NEVADA, a Nevada non-profit corporation

By:   
Robert L. Crowell, Mayor

By:   
Kathy Tatro, President

Attest:   
Alan Glover, Clerk Recorder

CARSON CITY, NEVADA

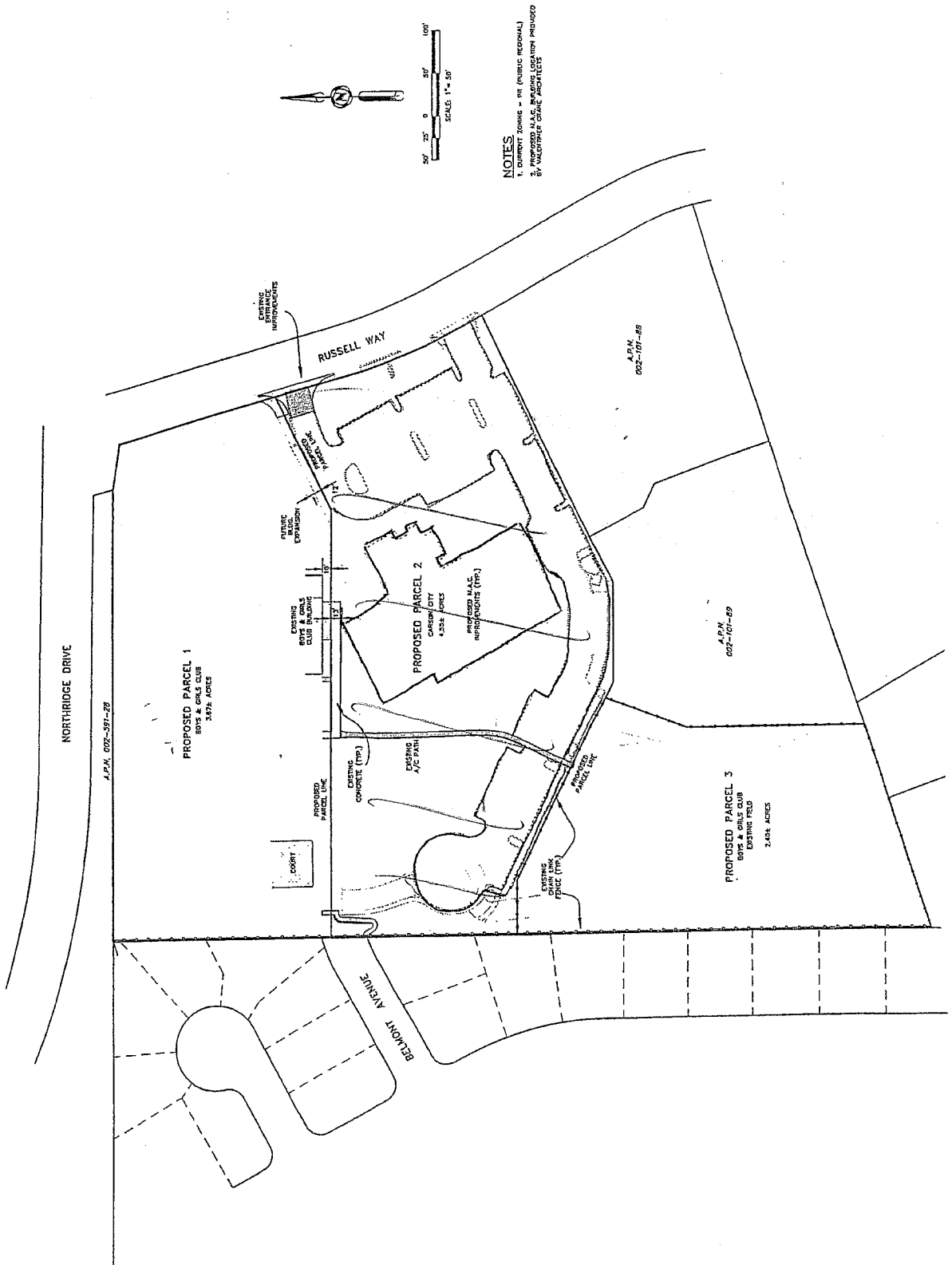
**PROPOSED PARCEL MAP EXHIBIT WAY**  
**BOYS & GIRLS CLUB, 1870 RUSSELL WAY**  
 A.P.N. 002-101-87

CARSON CITY, NEVADA

REV	DATE	DESCRIPTION
1		ISSUED FOR PERMITTING
2		REVISIONS
3		REVISIONS
4		REVISIONS
5		REVISIONS
6		REVISIONS
7		REVISIONS
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9		REVISIONS
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15		REVISIONS
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17		REVISIONS
18		REVISIONS
19		REVISIONS
20		REVISIONS

**C1**

DATE: 04/24/11  
 DRAWN BY: CJP  
 CHECKED BY: CJP  
 JOB NO.: 1111001001



**NOTES**

1. CURRENT ZONING = RT (URBIC REGIONAL)
2. PROPOSED N.A.C. IMPROVEMENTS LOCATIONS PROVIDED BY ARCHITECTURAL CONCEPTS

1. THE INFORMATION CONTAINED HEREIN IS FOR GENERAL INFORMATION ONLY AND DOES NOT CONSTITUTE AN OFFER OF ANY FINANCIAL PRODUCT OR SERVICE. THE INFORMATION IS NOT INTENDED TO BE USED AS A BASIS FOR INVESTMENT DECISIONS. THE INFORMATION IS NOT INTENDED TO BE USED AS A BASIS FOR INVESTMENT DECISIONS.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the October 20, 2011 Meeting**  
**Page 7**

suggested the possibility of reducing the number of personal visits to Carson City through videoconferencing or other, similar means. Mr. Moellendorf advised of having negotiated a reduction in the travel costs "to that point," but agreed to consider the possibility of reducing the costs even further.

In response to a question, Mr. Moellendorf and Mr. Werner explained the City's requirements associated with a request for proposals process. Supervisor McKenna expressed a preference for using a local architect, "but this thing has been delayed so long, it has so many iterations, ... we owe it to the voters to get it done." He expressed a preference for the contractor to use as many Carson City firms as possible and noted the importance of hiring local contractors for future projects.

Mayor Crowell entertained public comment and, when none was forthcoming, a motion. **Supervisor McKenna moved to approve Contract No. 1112-120, pursuant to NRS 332.115(1)(b) and NRS 625.530, with Valentiner Crane Architects, to provide professional services for Carson City multi-purpose athletic complex planning, architectural, and engineering, through December 31, 2013, for a not-to-exceed amount of \$326,800.00, to be funded from the Question #18 Capital Park Improvements / New Gym, as provided in FY 2010 / 2011, FY 2011 / 2012, and FY 2012 / 2013. Supervisor Abowd seconded the motion.** Discussion took place with regard to appropriating funds from FY 2012 / 2013 without having an approved budget. Mr. Werner acknowledged that the contract amount is available in the FY 2011 / 2012 budget. **Supervisor McKenna amended his motion to delete the reference to the FY 2012 / 2013 budget. Supervisor Abowd continued her second.** Mayor Crowell expressed agreement with Supervisor McKenna's earlier comments relative to the importance of moving the project forward and utilizing local contractors and professional firms. Mayor Crowell called for a vote on the pending motion. **Motion carried 5-0.**

**14. PARKS AND RECREATION DEPARTMENT**

**14(A) POSSIBLE ACTION TO APPROVE AN AMENDED OPTION AGREEMENT BETWEEN THE BOYS AND GIRLS CLUBS OF WESTERN NEVADA AND THE CITY OF CARSON CITY FOR THE PURCHASE OF BOYS AND GIRLS CLUBS PROPERTY ALONG RUSSELL WAY FOR THE PURPOSE OF BUILDING AN INDOOR RECREATION CENTER (MULTI-PURPOSE ATHLETIC CENTER) (9:56:10)** - Mayor Crowell introduced this item, and Deputy District Attorney Tina Russom advised that she would be representing the Parks and Recreation Department. Parks and Recreation Department Director Roger Moellendorf provided background information on this item, and reviewed the agenda materials in conjunction with displayed slides.

In response to a question, Mr. Moellendorf advised of discussions with Boys and Girls Clubs of Western Nevada representatives relative to shared use of parking lots. In response to a comment, he reviewed revisions to the Amended Option Agreement, as suggested by Supervisor Aldean. Mr. Moellendorf noted the reference in the agenda report that this item had been presented to the Parks and Recreation Commission at their October 4, 2011 meeting, at which time action was taken to recommend approval to the Board of Supervisors.

Mayor Crowell entertained comment from Boys and Girls Clubs of Western Nevada representatives, who were present in the meeting room. He disclosed that Boys and Girls Clubs of Western Nevada Board member Jason Woodbury is a member of his law firm. (10:13:03) Mr. Woodbury expressed agreement with the presentation by Parks and Recreation Department staff, and requested the Board to approve the amended option agreement.

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the October 20, 2011 Meeting**  
**Page 8**

Mayor Crowell entertained public comment and, when none was forthcoming, a motion to approve the amended option agreement with the changes, as discussed on the record. **Supervisor Abowd moved to approve an amended option agreement, with the changes as discussed on the record, between the Boys and Girls Clubs of Western Nevada and the City of Carson City, for the purchase of Boys and Girls Clubs property along Russell Way for the purpose of building an indoor recreation center, the multi-purpose athletic center. Supervisor McKenna seconded the motion. Motion carried 5-0.**

**14(B) POSSIBLE ACTION TO DIRECT STAFF TO UTILIZE A FACILITY RENTAL AGREEMENT WITH THE BOYS AND GIRLS CLUBS OF WESTERN NEVADA FOR THE PROPOSED MULTI-PURPOSE ATHLETIC CENTER (10:14:12)** - Mayor Crowell introduced this item, and Mr. Moellendorf reviewed the agenda materials. Supervisor McKenna noted the value of the Boys and Girls Clubs of Western Nevada to the community that "we would have to pay for, either through law enforcement or through parks and rec type of activities, and we can't really put a dollar amount on that." He suggested that "any agreement needs to reflect that ... the Boys and Girls Club is actually providing Carson City with a very significant financial benefit." Supervisor Aldean acknowledged the value of the Boys and Girls Clubs to the community. She expressed the understanding that the Boys and Girls Clubs portion of the rental rate would be allocated from the annual Quality of Life fund allocation. In reference to previous concerns expressed by District Attorney's staff, she expressed concern over "the legality of locking up \$120,000 worth of Question #18 money for one specific purpose, to benefit one specific non-profit." She expressed support for the facility rental agreement, and concerns regarding the proposed budget. Mr. Moellendorf acknowledged that the budget will be an integral part of the actual facility rental agreement at the time it is presented to the Board of Supervisors for review and approval. He explained that the budget will be largely based on final design of the facility and the materials used. "We have ... at least a whole budget cycle to determine what we think the costs of operating that facility will be. ... And that's going to help determine ... the rental rate ..." Supervisor Aldean noted the most important benefit as the co-location of the facility adjacent to the Boys and Girls Clubs. Mr. Moellendorf expressed the hope that, as the economy recovers and sales tax revenues continue to increase, the Question #18 maintenance fund would take over an increasingly larger role in offsetting the cost of the MAC and that the general fund percentage would decrease over time.

Supervisor McKenna expressed an interest in hearing any concerns from the Boys and Girls Clubs representatives. (10:21:27) Mr. Woodbury discussed the position of the Boys and Girls Clubs of Western Nevada "to avoid making the perfect the enemy of the good. We thought that the original agreement ... was perfect and what we contemplated by that was just an exchange of use rather than an exchange of dollars. But, our ultimate objective ..., is consistent with the ultimate objective of the City ... being to have a gym for our kids to access and for ... the public to access. That is a good objective and we don't want to sacrifice that to what we viewed as the perfect agreement ... Unfortunately, from our perspective, ... the thing that is the hardest for the Boys and Girls Clubs to give ... is cash; cash for operating. And just to put our position in some perspective, we recently projected our budget to the year end and it looks like we are going to lose money this year. ... We actually had a very good fund raising year, considering the time that we're in, but that is where we are now. So there's no concern or confusion about that, we are okay. We're making some adjustments and we're going to be fine but it is going to take an adjustment. Based on that and based on the current situation that we're in and looking forward, there's only so much that we can responsibly promise. And we do think it's important to make a promise to the Board that we can fulfill and that we are confident that we can fulfill because it doesn't do anybody any good to put a number on paper and for us to come back a year or two years later and say, 'We just cannot do that.' So what we've tried

**LATE MATERIAL**  
**MEETING DATE** 5/15/14  
**ITEM #** 18

**Janet Busse**

---

**From:** Roger Moellendorf  
**Sent:** Monday, May 12, 2014 4:52 PM  
**To:** Marena Works; Janet Busse  
**Subject:** FW: Message from "RNP44BCE5"  
**Attachments:** 20140512161910345.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Marena & Janet,

Attached is information requested by Supervisor Bonkowski to be forwarded to the Board of Supervisors regarding any agreements between the City and the Boys & Girls Club regarding the MAC. Supervisor Bonkowski has requested that this information be forwarded to all of the supervisors as "Late Material" for item 18 on the May 15, 2014 Agenda. This information includes the approved "Amended Option Agreement" for the purchase of Parcel 2 of property owned by the Boys & Girls Club for the purpose of constructing the MAC. Also included is the Board Action Report for this item from October 20, 2011 meeting, including Exhibit A the original agreement and meeting minutes.

A facility use agreement has not been adopted by the Board. During the same October 20, 2011 Board meeting the Board of Supervisors directed staff to develop a Facility Rental process with Boys & Girls Club for their use of the MAC.

Please feel free to contact me if you have any questions regarding this matter.

Roger

-----Original Message-----

**From:** [Parks Do Not Reply@carson.org](mailto:Parks_Do_Not_Reply@carson.org) [[mailto:Parks Do Not Reply@carson.org](mailto:Parks_Do_Not_Reply@carson.org)]  
**Sent:** Monday, May 12, 2014 4:19 PM  
**To:** Roger Moellendorf  
**Subject:** Message from "RNP44BCE5"

This E-mail was sent from "RNP44BCE5" (Aficio MP C6501).

Scan Date: 05.12.2014 16:19:10 (-0700)  
Queries to: [Parks Do Not Reply@carson.org](mailto:Parks_Do_Not_Reply@carson.org)

## City of Carson City Agenda Report

**Date Submitted:** May 6, 2014

**Agenda Date Requested:** May 15, 2014

**Time Requested:** 30 minutes

**To:** Mayor and Supervisors

**From:** City Manager

**Subject Title:** For Possible Action: To accept and provide direction to staff regarding a proposed tentative schedule to plan, design, and construct the projects identified in the recently approved one-eighth percent sales tax Plan of Expenditure including the animal services facility, multi-purposes athletic center (MAC), street and pedestrian improvements in the downtown area and Carson Street and William Street/Highway 50 East commercial corridors, and Community Center improvements. (Marena Works, Lee Plemel, Andrew Burnham)

**Summary:** Staff will present a schedule for completing the proposed projects and may receive direction from the Board regarding various aspects of planning, design, and construction of those projects. The Board of Supervisors adopted the Plan of Expenditure for the proposed projects on April 17, 2014.

**Type of Action Requested:**

Resolution

Formal Action/Motion

Ordinance—First Reading

Other (No Action)

**Does This Action Require a Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to accept the tentative schedule to plan, design, and construct the projects identified in the one-eighth percent sales tax Plan of Expenditure.

**Explanation for Recommended Board Action:** The Board of Supervisors adopted the Plan of Expenditure for the proposed projects on April 17, 2014, and adopted the ordinance imposing the one-eighth percent sales tax on May 1, 2014. The sales tax proceeds may only be used on those projects identified in the Plan of Expenditure.

The sales tax project Plan of Expenditure gives a general description of each project and an estimated cost for each project. More detailed work now needs to be done to design the projects within budget and, where applicable, receive public input on final designs. Attached is a draft schedule for planning, design, and construction of the proposed projects for the Board's consideration.

In addition to planning and design considerations, the schedule factors in the timing of the sales tax collections in order to fund the projects within budgets. The sales tax collections begin October 1, 2014, with the receipt of those funds by the City beginning in December 2014. It is planned to use the actual sales tax proceeds to pay for project design work over approximately the first year rather than bonding against the future proceeds for the design work. This will reduce the amount of bonding needed to complete the projects.

Significant design work has already gone into the MAC at the Boys and Girls Club location, with plans at "60 percent" design and an approved Special Use Permit for the facility at that site. There has recently been discussion about relocating the MAC to Mills Park. Should the Board direct staff to pursue the Mills Park location, additional planning and design work would be required. At either location, it is proposed to start construction on the MAC in the spring of 2016. The Parks and Recreation Department will be the lead department for this project.

Preliminary plans have been developed for the Animal Services Facility at the City Corporate Yard location, but no detailed design work has been done. It is expected that the required Special Use Permit would be obtained for the facility later this year with construction beginning in early 2016. The Health and Human Services Department will be lead department for this project.

The most significant public planning processes will involve the Downtown project and other corridor improvement projects. Only concepts and ideas have been discussed, to date. City staff will work closely with the property owners and businesses along the commercial corridors to develop final plans and set up improvement districts for the ongoing maintenance of the improvements. The Community Development Department will be the lead department for the downtown project and the Parks and Recreation Department will be the lead department for the remainder of the corridor improvement projects. The Public Works Department will work closely with these departments on all the sales tax projects.

The corridor projects must be phased so construction is not going on everywhere at the same time and to reduce the amount of bonding necessary to complete the projects. It is anticipated that the Downtown would be first area of focus for planning and design efforts, with construction anticipated to begin in early 2016. It should be noted that while every effort will be made to minimize construction impacts during a State Legislative Session year (odd years), downtown construction is anticipated to span two years making some construction conflicts unavoidable. However, construction will be phased so as to keep Carson Street open to traffic during construction to minimize impacts to traffic and businesses.

It is anticipated that the North Carson Street (north of Winnie Lane) and East William Street corridors would also go to construction in 2016. However, the precise schedule for the various sections of corridors could be modified through the process depending on other factors such as the establishment of maintenance districts, grant funding, and other construction that may impact a particular corridor segment. The South Carson Street corridor improvement must wait until after the freeway is complete and NDOT relinquishes the right-of-way to Carson City.

Improvements to the Community Center and Bob Boldrick Theater are also included in the Plan of Expenditure, but the details of improvements have yet to be determined. The Parks and Recreation Department will assess the community needs with the Parks and Recreation Commission to determine final design. It is expected that the MAC will be completed before starting work on the Community Center in order to have a replacement for the existing Community Center gym before impacting its use during construction.

This schedule is tentative and may be adjusted based on various factors for each individual project.

**Applicable Statute, Code, Policy, Rule or Regulation:** N/A.

**Fiscal Impact:** N/A.

**Explanation of Impact:** The Board will be providing direction regarding the schedule for completing projects that are proposed to be paid for with the approved one-eighth percent sales tax.

**Funding Source:** One-eighth of one percent sales tax on all taxable sales in Carson City.

**Alternatives:**

1. Provide staff with direction to modify the schedule.

**Supporting Material:**

- 1) Draft project schedule time-line

**Prepared By:** Lee Plemel, Community Development Director

<b>Reviewed By:</b> <u><i>Marina Funks</i></u> (City Manager)	Date: <u>5-6-14</u>
<u><i>[Signature]</i></u> (District Attorney's Office)	Date: <u>5/6/14</u>
<u><i>[Signature]</i></u> (Finance Director)	Date: <u>5/6/14</u>
<u><i>[Signature]</i></u> (Community Development Director)	Date: <u>5.6.14</u>
<u><i>DL M Brubette - Acting</i></u> (Public Works Director)	Date: <u>5/6/14</u>
<u><i>[Signature]</i></u> (Parks and Recreation Director)	Date: <u>5/6/14</u>
_____ (Health and Human Services Director)	Date: _____

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)

## Preliminary Sales Tax Projects Timeline

		General	Animal Services Facility	MAC @ B&G Club	MAC @ Mills Park	Downtown Corridor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
2014	May	Preliminary Timeline to Board											
	June			Develop New Concept Site Plan									
	July			Develop New Concept Site Plan		General Planning Concept/Public Outreach							
	August				Parks Committee Review	Planning Workshop							
	September				BOS Approval	RTC & RACC Review							
	October	Sales Tax Begins				Board Approval of Concept Plan	Request For Proposals	Request For Proposals					
	November		Special Use Permit			Preliminary Design and Business Improvement District Formation	Proposal Review	Proposal Review					
	December	Receipt of Funds Begins	Special Use Permit		Special Use Permit	Preliminary Design and Business Improvement District	Design Consultant Contract	Design Consultant Contract					
2015	January		Design Contract		Special Use Permit	Preliminary Design and Business Improvement District	General Planning Concept/Public Outreach	General Planning Concept/Public Outreach					
	February		Design	Design & CMAR Contract to BOS	Design & CMAR Contract to BOS	Approval of BID	Planning Workshop	Planning Workshop					
	March		Design	Design	Design	Design	RTC & RACC Review	RTC & RACC Review					
	April		Design	Design	Design	Design	Board Approval of Concept Plan	Board Approval of Concept Plan					
	May		Design	Design	Design	Design	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation					
	June	Begin 1st Bond Process	Design	Design	Design	Design	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation					
	July		Design	Design	Design	Design	Approval of BID & Design Contract	Approval of BID & Design Contract					
	August		Design	Design	Design	Design	Design	Design					
	September		Design	Design	Design	Design	Design	Design					
	October		Bidding	Construction Contract	Construction Contract	Design	Design	Design					
	November		Bidding			Design	Design	Design	Request For Proposals				
	December	Close 1st Bond	Award			Bidding	Design	Design	Proposal Review				
2016	January		Construction			Bidding	Bidding	Bidding	Design Consultant Contract				
	February		Construction	Construction Contract	Construction Contract	Award	Bidding	Bidding	General Planning Concept/Public Outreach				
	March		Construction	Construction	Construction	Construction	Award	Award	General Planning Concept/Public Outreach				

Preliminary Sales Tax Projects Timeline

	General	Animal Services Facility	MAC @ B&G Club	MAC @ Mills Park	Downtown Corridor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
April		Construction	Construction	Construction	Construction	Construction	Construction	Parks Commission Review				
May		Construction	Construction	Construction	Construction	Construction	Construction	Board Approval of Concept Plan				
June		Construction	Construction	Construction	Construction	Construction	Construction					
July		Construction	Construction	Construction	Construction	Construction	Construction					
August		Construction	Construction	Construction	Construction	Construction	Construction	Special Use Permit				
September		Construction	Construction	Construction	Construction	Construction	Construction	Special Use Permit		Request For Proposals	Request For Proposals	
October		Construction	Construction	Construction	Construction	Construction	Construction			Proposal Review	Proposal Review	
November		Completion	Construction	Construction	Construction	Construction	Construction			Planning Design Consultant Contract	Planning Design Consultant Contract	
December		Move In	Construction	Construction	Winter Shutdown	Completion	Completion			General Planning Concept Public Outreach	General Planning Concept Public Outreach	
2017					Winter Shutdown							
January			Construction	Construction	Winter Shutdown					Planning Workshop	Planning Workshop	
February			Construction	Construction	Winter Shutdown					RTC & BACC Review	RTC & BACC Review	
March			Completion	Completion	Construction			Design Consultant Contract		Board Approval of Concept Plan	Board Approval of Concept Plan	
April			Move In	Move In	Construction			Design		Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation	Request For Proposals
May					Construction			Design		Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation	Proposal Review
June					Construction			Design		Approval of BID & Design Contract	Approval of BID & Design Contract	Design Consultant Contract
July					Construction			Design	General Planning Concept Public Outreach	Design	Design	General Planning Concept Public Outreach
August					Construction			Design	Planning Workshop	Design	Design	Planning Workshop
September	Begin 2nd Bond Process				Completion			Design	RTC Review	Design	Design	RTC Review
October								Design	Planning Design Consultant Contract	Design	Design	Planning Design Consultant Contract
November								Design	General Planning Concept Public Outreach	Design	Design	General Planning Concept Public Outreach
December								Design	Planning Workshop	Design	Design	Planning Workshop
2018									RTC Review	Bidding	Bidding	RTC Review
January								Bidding	Board Approval of Concept Plan	Bidding	Bidding	Board Approval of Concept Plan
February								Bidding	Preliminary Design and Business Improvement District Formation	Award	Award	Preliminary Design and Business Improvement District Formation
March	Close 2nd Bond							Award	Preliminary Design and Business Improvement District Formation	Construction	Construction	Preliminary Design and Business Improvement District Formation
April												

Preliminary Sales Tax Projects Timeline

	General	Animal Services Facility	MAC @ B&G Club	MAC @ Mills Park	Downtown Corridor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
May								Construction	Approval of BID & Design Contract	Construction	Construction	Approval of BID & Design Contract
June								Construction	Design	Construction	Construction	Design
July								Construction	Design	Construction	Construction	Design
August								Construction	Design	Construction	Construction	Design
September								Construction	Design	Construction	Construction	Design
October								Construction	Design	Construction	Construction	Design
November								Construction	Bidding	Completion	Completion	Bidding
December								Construction	Bidding			Bidding
2019								Construction	Award			Award
January								Construction	Construction	Construction	Construction	Construction
February								Construction	Construction	Construction	Construction	Construction
March								Construction	Construction	Construction	Construction	Construction
April								Construction	Construction	Construction	Construction	Construction
May								Completion	Construction	Construction	Construction	Construction
June								Move In	Construction	Construction	Construction	Construction
July									Construction	Construction	Construction	Construction
August									Construction	Construction	Construction	Construction
September									Construction	Construction	Construction	Construction
October									Construction	Construction	Construction	Construction
November									Construction	Construction	Construction	Construction
December									Completion	Completion	Completion	Completion

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Preliminary Sales Tax Projects Timeline

	General	Animal Services Facility	MAC @ B&G Club	Downtown Corridor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
2014 May	Preliminary Timeline to Board										
June		Determine Funding Option Alternatives	Design & CMAR Contract to BOS	General Planning Concept/Public Outreach							
July		Design	Design	Planning Workshop							
August		Design	Design	RTC & RACC Review							
September	Sales Tax Begins		Design	Board Approval of Concept Plan	Request For Proposals	Request For Proposals					
October		Special Use Permit	Design	Preliminary Design and Business Improvement District Formation	Proposal Review	Proposal Review					
November	Receipt of Funds Begins	Special Use Permit	Design	Preliminary Design and Business Improvement District	Design Consultant Contract	Design Consultant Contract					
December		Design Contract	Design	Preliminary Design and Business Improvement District	General Planning Concept/Public Outreach	General Planning Concept/Public Outreach					
2015 January		Design	Final Review	Approval of BID	Planning Workshop	Planning Workshop					
February		Design	Construction Contract	Design	RTC & RACC Review	RTC & RACC Review					
March		Design	Construction	Design	Board Approval of Concept Plan	Board Approval of Concept Plan					
April		Design	Construction	Design	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation					
May	Begin 1st Bond Process	Design	Construction	Design	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation					
June		Design	Construction	Design	Approval of BID & Design Contract	Approval of BID & Design Contract					
July		Design	Construction	Design	Design	Design					
August		Design	Construction	Design	Design	Design					
September		Bidding	Construction	Design	Design	Design					
October		Bidding	Construction	Design	Design	Design					
November		Award	Construction	Bidding	Design	Design	Request For Proposals				
December	Close 1st Bond	Construction	Construction	Bidding	Design	Design	Proposal Review				
2016 January		Construction	Construction	Bidding	Bidding	Bidding	Design Consultant Contract				
February		Construction	Construction	Award	Bidding	Bidding	General Planning Concept/Public Outreach				
March		Construction	Construction	Construction	Award	Award	General Planning Concept/Public Outreach				
April		Construction	Completion	Construction	Construction	Construction	Parish Commission Review				
May		Construction	Move In	Construction	Construction	Construction	Board Approval of Concept Plan				
June		Construction	Construction	Construction	Construction	Construction	Construction				

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Preliminary Sales Tax Projects Timeline

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Month	General	Animal Services Facility	MAC @ B&G Club	Downtown Carririor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
July		Construction		Construction	Construction	Construction					
August		Construction		Construction	Construction	Construction	Special Use Permit		Request For Proposals	Request For Proposals	
September		Construction		Construction	Construction	Construction	Special Use Permit		Proposal Review	Proposal Review	
October		Completion		Construction	Construction	Construction			Planning Design Consultant Contract	Planning Design Consultant Contract	
November		Move In		Winter Shutdown	Completion	Completion			General Planning Concept Public Outreach	General Planning Concept Public Outreach	
December				Winter Shutdown					Planning Workshop	Planning Workshop	
2017 January				Winter Shutdown					RTC & RACC Review	RTC & RACC Review	
February				Construction			Design Consultant Contract		Board Approval of Concept Plan	Board Approval of Concept Plan	
March				Construction					Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation	
April				Construction			Design	Request For Proposals	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation	Request For Proposals
May				Construction			Design	Proposal Review	Preliminary Design and Business Improvement District Formation	Preliminary Design and Business Improvement District Formation	Proposal Review
June				Construction			Design	Design Consultant Contract	Approval of BID & Design Contract	Approval of BID & Design Contract	Design Consultant Contract
July				Construction			Design	General Planning Concept Public Outreach	Design	Design	General Planning Concept Public Outreach
August				Construction			Design	Planning Workshop	Design	Design	Planning Workshop
September	Begin 2nd Bond Process			Completion			Design	RTC Review	Design	Design	RTC Review
October							Design	Planning Design Consultant Contract	Design	Design	Planning Design Consultant Contract
November							Design	General Planning Concept Public Outreach	Design	Design	General Planning Concept Public Outreach
December							Design	Planning Workshop	Design	Design	Planning Workshop
2018 January							Bidding	RTC Review	Bidding	Bidding	RTC Review
February							Bidding	Board Approval of Concept Plan	Bidding	Bidding	Board Approval of Concept Plan
March	Close 2nd Bond						Bidding	Preliminary Design and Business Improvement District Formation	Award	Award	Preliminary Design and Business Improvement District Formation
April							Construction	Preliminary Design and Business Improvement District Formation	Construction	Construction	Preliminary Design and Business Improvement District Formation
May							Construction	Approval of BID & Design Contract	Construction	Construction	Approval of BID & Design Contract
June							Construction	Design	Construction	Construction	Design
July							Construction	Design	Construction	Construction	Design
August							Construction	Design	Construction	Construction	Design
September							Construction	Design	Construction	Construction	Design
October							Construction	Bidding	Construction	Construction	Design
November							Construction	Bidding	Completion	Completion	Bidding
December							Construction	Bidding	Construction	Construction	Bidding
2019 January							Construction	Award			Award
February							Construction	Construction			Construction
March							Construction	Construction			Construction
April							Construction	Construction			Construction
May							Completion	Construction			Construction
June							Move In	Construction			Construction

Preliminary Sales Tax Projects Timeline

	General	Animal Services Facility	MAC @ B&G Club	Downtown Corridor	North Carson Corridor	East William Corridor	Community Center	Central South Carson Corridor	Central North Carson Corridor	Curry Street Corridor	South Carson Corridor
July								Construction			Construction
August								Construction			Construction
September								Construction			Construction
October								Construction			Construction
November								Construction			Construction
December								Completion			Completion

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