

MINUTES
Regular Meeting
Carson City Parks and Recreation Commission
Tuesday, December 2, 2014 • 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Sean Lehmann	Vice Chair – Brett Long
Commissioner – Chuck Adams	Commissioner – Joe Cacioppo
Commissioner – Justin Colburn	Commissioner – Donna Curtis
Commissioner – Robert Glenn	Commissioner – Lee-Ann Keever
Commissioner – John McKenna	

Staff

Roger Moellendorf, Parks and Recreation Department Director
Randall Munn, Chief Deputy District Attorney
Scott Fahrenbruch, Deputy Parks and Recreation Department Director
Vern Krahn, Park Planner
Tamar Warren, Deputy Clerk/Recording Secretary

NOTE: A recording of these proceedings, the board's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

The televised Carson City Parks and Recreation Commission meetings are available at http://www.breweryarts.org/?page_id=2603.

CALL TO ORDER (5:30:55) – Chairperson Lehmann called the meeting to order at 5:31 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:31:04) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Sean Lehmann	Present	
Brett Long	Absent	
Chuck Adams	Absent	
Joe Cacioppo	Present	6:15 p.m.
Justin Colburn	Present	
Donna Curtis	Present	
Robert Glenn	Present	5:45 p.m.
Lee-Ann Keever	Present	
John McKenna	Present	

PUBLIC COMMENTS

(5:31:58) – Supervisor-elect Lori Bagwell introduced herself, and noted that she looked forward to working with the Commission.

1. ACTION ON APPROVAL OF MINUTES.

(5:32:45) – MOTION: I move to approve the minutes of the November 5, 2014 meeting.

RESULT:	APPROVED (5-0-0)
MOVER:	Curtis
SECONDER:	Colburn
AYES:	Lehmann, Colburn, Curtis, Keever, McKenna
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Long, Adams, Cacioppo, Glenn

2. MODIFICATIONS TO THE AGENDA (5:33:05) – None.**3. MEETING ITEMS**

A. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS THAT APPROXIMATELY 100 ACRES WEST OF FLINT DRIVE AND RIFLE RANGE ROAD AS THE NEW LOCATION FOR A DISC GOLF COURSE COMPLEX.

(5:33:24) – Mr. Krahn presented the Staff Report, incorporated into the record, and suggested recommending to the Board of Supervisors the approval of a new location on Flint Drive and Rifle Range Road. He added that advocates for the disc golf course were in agreement with this recommendation.

(5:38:47) – Commissioner Curtis was informed that the rifle range orientation and lower elevation from the disc golf course prevented interference by either organization.

(5:41:21) – Commissioner Keever expressed concern over the wait due to the Federal Lands Bill taking into effect.

PUBLIC COMMENTS

(5:42:56) – Greg Swift, a disc golf advocate, agreed that the proposed site was best suitable for his group's needs. He also did not believe "it [rifle range] was going to cause concern", and noted that the new site would not pose any conflicts with the landfill.

(5:45:19) – Dave Wiley believed the new site was "worth the wait" and will make an interesting course. He also reassured the Commission that the rifle range was not visible from the proposed site.

(5:46:32) – Dell Martin noted his approval of the location because it could be easily accessed from Highway 50 and had a more suitable terrain for their needs.

(5:47:55) – Commissioner McKenna inquired about timelines and was informed that the Board of Supervisors would hear the item in January to approve the location. Mr. Krahn also stated that the design phase could begin; however, certain environmental and cultural clearances were required prior to the start of construction. Commissioner McKenna suggested speeding up the process by beginning work on private lands first. Mr. Moellendorf stated that the area was not easily accessible on foot and reiterated that the site was superior to the previously-selected one.

(5:52:23) – Commissioner Curtis inquired about the non-profit status of the advocacy group and suggested starting the fund raising efforts soon. Mr. Krahn praised the advocacy group's efforts and noted that they were well-versed in designing a course. He also stated that \$10,000 in Question 18 funds was set aside for environmental and cultural clearances. Mr. Swift noted that they would “start over” with basket sponsorships upon the Board of Supervisors approval, and estimated the cost of each basket to be \$400.

(6:01:58) – Commissioner Keever inquired about restroom facilities and Mr. Krahn noted that the design phase would take portable restrooms and a parking lot into consideration.

(6:03:58) – Robert Sullivan introduced himself as a disc golf player and noted that he was “really happy to have a disc golf course”.

(6:05:41) – MOTION: I move to recommend to the Board of Supervisors that approximately 100 acres west of Flint Drive and Rifle Range Road as the new location for a disc golf course complex.

RESULT:	APPROVED (6-0-0)
MOVER:	Keever
SECONDER:	Curtis
AYES:	Lehmann, Colburn, Curtis, Glenn, Keever, McKenna
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Long, Adams, Cacioppo

B. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL AND ACCEPTANCE OF THE SCHULZ RANCH LANDSCAPE MAINTENANCE DISTRICT PETITION FOR THE PLANNED SCHULZ RANCH DEVELOPMENT AS PRESENTED BY MANHARD CONSULTING, LTD.

(6:06:28) – Mr. Moellendorf presented the Staff Report, incorporated into the record, and introduced Chris Baker of Manhard Consulting.

(6:10:45) – Mr. Baker gave background and summarized the contents of the Schulz Ranch Maintenance District Petition, incorporated into the record.

(6:21:17) – Commissioner Curtis was informed that the maintenance cost would be assessed on a per lot basis, and could differ based on lot size. Mr. Baker also clarified for Chairperson Lehmann that the “numbers” were estimates for the time being, but were well researched to be close to actuals.

(6:23:40) – Commissioner McKenna was informed by Mr. Baker that “once the final maps [are] recorded, the property is offered and accepted by Carson City”, adding that Carson City now owned the Phase One land

maintenance property. Mr. Moellendorf clarified that the Residential Construction Tax “may or may not have funded all of the construction” of a park, and there might not have been additional funding to maintain that park. Commissioner McKenna inquired about the level of the City’s obligation to maintain the park and Mr. Moellendorf noted that they would perform “the maintenance we could afford”. Commissioner McKenna suggested specifying the maintenance level expected by the residents. Mr. Moellendorf explained that the collected funds would “go to the general fund”. Discussion ensued regarding the cost-effectiveness of in-house versus outsourced maintenance.

PUBLIC COMMENTS

(6:41:07) – Ms. Bagwell suggested having a cap on the fees. Mr. Baker explained that the document would be heard by the Board of Supervisors as well, and believed that the assessment was based on the maintenance costs and he did not see them escalating rapidly. Mr. Moellendorf pointed out that there was a built-in 10 percent projected annual assessment increase, and recommended against having a cap.

(6:44:55) – Commissioner Curtis received clarification that the fund balance would “necessitate a separate fund”. She also requested agendizing a discussion about the detention ponds at a future meeting. Discussion ensued regarding property taxes and Commissioner McKenna explained that the property tax is added to all taxes and is up to the Board of Supervisors to allocate the spending. Mr. Baker reminded the Commission that the maintenance fees were similar to homeowners’ association fees.

(6:54:12) – MOTION: I move to recommend to the Board of Supervisors approval and acceptance of the Schulz Ranch Landscape Maintenance District Petition for the planned Schulz Ranch Development as presented by Manhard Consulting, Ltd., with the stipulation that monies raised by the proposed assessment be dedicated solely to the maintenance of the proposed Schulz Ranch Development.

RESULT:	APPROVED (7-0-0)
MOVER:	Lehmann
SECONDER:	Curtis
AYES:	Lehmann, Cacioppo, Colburn, Curtis, Glenn, Keever, McKenna
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Long, Adams

4. STAFF UPDATES

A. UPDATE REGARDING THE MULTI-PURPOSE ATHLETIC CENTER (MAC) PROJECT.

(6:55:02) – Mr. Moellendorf referred to an email from Project Manager Jim Morris, incorporated into the record, and noted that the 100 percent plans were being reviewed by the Building Department. He hoped to have the 100 percent plan reviewed by the Commission in January, 2015.

(6:56:55) – Commissioner Curtis wished to clarify the agreement with the Boys and Girls Club (BGC) which she had heard would limit adult presence to when children were not present. She noted that the agreement she had read had no such limitations, and believed that the walking track and other areas could be used with or without the

presence of kids. Mr. Moellendorf explained that the joint-use agreement with BGC did not reflect the restrictions outlined by Commissioner Curtis. He also confirmed that the Board of Supervisors wished to have the MAC grand opening in December 2015, adding that it could be done.

PUBLIC COMMENTS – None**B. UPDATE REGARDING THE ASH TO KINGS TRAIL PROJECT.**

(7:00:15) – Mr. Moellendorf presented the Staff Report and accompanying photographs prepared by Ann Bollinger, Open Space Administrator, and incorporated into the record.

(7:02:05) – Chairperson Lehmann noted his approval of the bridge, adding that he had observed 40-50 people on the trail when he was hiking. He was also informed that Kings Canyon Road was maintained by the Forest Service. Commissioner McKenna cautioned against volunteers maintaining the road due to the “significant drop”. Discussion ensued regarding naming the trail.

PUBLIC COMMENTS

(7:10:54) – Mr. Swift praised the efforts of Jeff Potter, Muscle Powered, and Commissioner McKenna for their work on the trail.

5. MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(7:13:32) – Commissioner Keever reminded everyone of the State and City tree lighting ceremonies. She also noted that soup bowls would be sold to be filled out by local restaurants with the proceeds going to FISH. Mr. Moellendorf added that children 12 years-old and younger would be able to ice skate for free.

(7:14:10) – Commissioner Curtis clarified that what was perceived to be a planned splash pad on Third Street was a future “water feature” or “a very small fountain”.

(7:15:30) – Chairperson Lehmann thanked Commissioner McKenna for his service to the community and Commissioner Curtis presented him with a card signed by the Commissioners and wished him well. Commissioner McKenna thanked the Commission members for their service.

(7:17:15) – Chairperson Lehmann also announced the likely formation of a youth mountain bike club in the middle and high schools.

A. REPORT FROM SCHOOL BOARD LIAISON – None.**6. FUTURE AGENDA ITEMS**

(7:18:10) – Commissioner Curtis wished to agendize discussion regarding the various detention ponds in Carson City. Chairperson Lehmann suggested an update on the disc golf course.

7. PUBLIC COMMENTS

(7:19:02) – None

8. ACTION ON ADJOURNMENT

(7:19:06) – Commissioner Keever moved to adjourn. The motion was seconded by Commissioner Curtis. The meeting was adjourned at 7:20 p.m.

The Minutes of the December 2, 2014 Carson City Parks and Recreation Commission meeting are so approved this 6th day of January, 2015.

SEAN LEHMANN, Chair