

PARKS AND RECREATION COMMISSION STAFF REPORT

Meeting Date: November 4, 2015

Agenda Item Number: 3E

Applicant: Roger Moellendorf, Parks and Recreation Director
Vern L. Krahn, Senior Park Planner

Request: **For Possible Action:** To recommend to the Board of Supervisors acceptance of the Parks and Recreation Commission's annual report for 2015.

General Discussion:

At last month's meeting, the Parks and Recreation Commission indicated that it would like to begin submitting annual reports to the Board of Supervisors. In order to assist the Commission with this request, Parks and Recreation Department staff has developed the below overview related to the topics and issues the Parks and Recreation Commission has addressed and worked on from January, 2015 to present. Staff is seeking comments from the Commission on this overview before finalizing the annual report and submitting it to the Board of Supervisors for acceptance.

The following is a list of Commission "highlights" taken from the Parks and Recreation Commission's 2015 Meeting Index (Exhibit A):

- 1) Acted as the Board of Supervisors' oversight committee for the Multi-Purpose Athletic Center Project (MAC).
- 2) Completed the Commission's year-long review of the Parks and Recreation Master Plan and presented their findings in a report to the Board of Supervisors on June 18, 2015.
- 3) Approved the Parks and Recreation Department's Fiscal Year 2015/16 annual operating budgets and capital improvement budget.
- 4) Considered a possible property exchange with Mr. Michael Fagen for 20 acres of land that he owns on U.S. Highway 50 (West) near the Clear Creek Interchange for vacant park property located at 1020 Buzzy's Ranch Road.
- 5) Provide comments and recommendations to the Board of Supervisors on the BLM/Carson City District DRAFT Resource Management Plan and Environmental Impact Statement.
- 6) Provided support for Public Works and the Parks and Recreation Department to seek the following grants:
 - a. Federal Lands Access Program (FLAP Grant) for various improvements on Sierra Vista Lane.
 - b. Southern Nevada Public Lands Management Act's Parks, Trails, and Natural Areas Grant Program.
- 7) Reviewed the authority and responsibilities in the Open Space Advisory Committee and Parks and Recreation Commission's as stated in their respective enabling ordinances.

- 8) Reviewed the new N.R.S. Residential Construction Tax Law and its potential impact for allocating Residential Construction Tax funds for City projects.
- 9) Made recommendations to the Board of Supervisors for Residential Construction Tax expenditures.
- 10) Reviewed and made recommendations to the Board of Supervisors regarding changes to the Carson City Municipal Code (CCMC): 2.16 – Parks and Recreation Commission.
- 11) Made a recommendation to the Board of Supervisors on a new policy allowing free use of the Carson City Aquatic Facility to Carson City resident veterans with 100% service connected disabilities.

Also, during the past year the Commission continued to support parks and recreation activities in the community in the following manner:

- 1) The Commission actively supported the following Eagle Scout Projects:
 - a. Jacob Wolz, Eagle Scout Candidate - Governors Field Dugout and Backstop Painting Project for Fields #1 and #6.
 - b. Thomas Reed, Eagle Scout Candidate – Lone Mountain Park Trail Enhancement and Fence/Signage Removal Project.
- 2) The Commission actively supported community volunteer groups including:
 - a. Eagle Valley Trail Committee to improve the trail system in the Eagle Valley.
 - b. Foundation for Carson City Parks and Recreation - 2015 Volunteer Awards.
- 3) The Commission reviewed Parks and Recreation Department staff's progress on the following projects and/or events:
 - a. BMX Track Lighting Project (LWCF Grant).
 - b. Ash to Kings Trail Project (Rec. Trails Program Grant).
 - c. JohnD Winters Centennial Park Upper Sports Complex - ADA Improvements Project (LWCF Grant).
 - d. East/West Transmission Water Line Project through Mills Park (PW Project).
 - e. Rifle and Pistol Range's Automatic Security Gate Project (NDOW Grant).
 - f. Disc Golf Course Complex Project.
 - g. NV Fair (Department assumed responsibility for the event in February, 2015).
 - h. Carson City Freeway Multi-use Path property closing with the Arraiz Family.
 - i. Downtown Carson Street Streetscape and 3rd Street Plaza Project (60% Design Plans).
 - j. Arlington Square Ice Rink Operations.
 - k. Multi-purpose Athletic Center (MAC) Project.

This report is not intended to be an item by item repeat of every meeting agenda item. Instead, it is intended to provide the Board of Supervisors with an overview of the topics and issues that have come before the Parks and Recreation Commission this past year. Staff is seeking additional comments from the Commission to identify any missing items

or identify any thoughts the Commission would like to communicate to the Board of Supervisors in the annual report.

Recommended Action: I move to recommend to the Board of Supervisors acceptance of the Parks and Recreation Commission's annual report for 2015.

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Exhibit A

JANUARY 6, 2015

- For Possible Action: To elect a Chairperson and Vice Chairperson of the Parks and Recreation Commission for 2015.
- Discussion only regarding a review of the Parks and Recreation Commission's Bylaws.
- Discussion only regarding the State of Nevada Division of Public Behavioral Health's Out of School Recreation Program permit.
- Presentation and discussion only on the Bureau of Land Management Resource Management Plan by Ms. Colleen Sievers.
- For Possible Action: To recommend to the Board of Supervisors approval of staff's FY2015/16 Capital Improvement Budget.
- Update regarding the Multi-purpose Athletic Center (MAC).

FEBRUARY 3, 2015

- For Possible Action: To recommend to the Board of Supervisors a Guaranteed Maximum Price (GMP) for the construction of the Multi-use Athletic Center as presented by Miles Construction.
- For Possible Action: To approve and recommend that City staff submit a Parks and Recreation Commission report on their year-long review of the Parks and Recreation Master Plan to the Planning Commission and the Board of Supervisors.
- Discussion only regarding the overall condition of both paved paths and unpaved trails maintained by the Carson City Parks and Recreation Department.
- Discussion only regarding the East/West Transmission Water Line Project through Mills Park.
- Update on the BMX Track Lighting Project.
- Update on the ADA Improvement Project at the JohnD Winters Centennial Park Upper Sports Complex.
- Update on the condition of the Fuji Park Dog Park.
- Update on the Carson City Freeway's Multi-use Path property closing with the Arraiz Family.
- Update on the Nevada Fair being assigned to the Parks and Recreation Department.

MARCH 3, 2015

- Discussion only regarding the 2014/15 Arlington Square Ice Rink operations.
- Discussion only regarding a process to select a project(s) for submission to the Southern Nevada Public Lands Management Act's Parks, Trails, and Natural Areas grant program.
- For Possible Action: To select three members of the Parks and Recreation Commission to attend the 2015 Nevada Recreation and Parks Society Annual Conference to be held from April 16-17, 2015 at the Nugget Casino in Sparks, Nevada.
- Update on the Multi-purpose Athletic Center project.
- Update on the removal of two large hazard cottonwood trees from Fuji Park.
- Update on Pete Livermore Sports Complex entrance sign.
- Update on the 2015 Land and Water Conservation Fund grant.
- Update on Ash to Kings Canyon Trail project.

APRIL 7, 2015

- For Possible Action: To consider the possibility of a property exchange with Mr. W. Michael Fagen for 20 acres of land that he owns on U.S. Highway 50 near the Clear Creek Interchange, APN 007-051-81, for vacant park property located 1020 Buzzy's Ranch Road, APN 010-611-01, and to hold a public hearing at a future meeting of the Parks and Recreation Commission.
- For Possible Action: To support the efforts of the Eagle Valley Trails Committee regarding their work with the community and land management agencies to improve the trail systems within the Eagle Valley area.
- For Possible Action: To recommend to the Board of Supervisors the transmittal of comments to the Bureau of Land Management on the Carson City District Draft Resource Management Plan and Environmental Impact Statement.
- For Possible Action: To recommend to the Board of Supervisors a new policy allowing free use of the Carson City Aquatics Facility to Carson City resident veterans with 100% service connected disabilities.
- For Possible Action: To approve the Parks and Recreation Commission's report on the Parks and Recreation Master Plan and request City staff to submit the report to the Planning Commission and the Board of Supervisors.
- Update on the Multi-purpose Athletic Center project.
- Update on the 2015 Arbor Day Ceremony to be held on Saturday April 25, 2015 at Long Ranch Park.

MAY 5, 2015

- Public Hearing and Possible Action: To recommend to the Board of Supervisors to pursue a possible land exchange with Mr. W. Michael Fagen for 20 acres of land that he owns on U.S. Highway 50 near the Clear Creek Interchange, APN 007-051-81, for vacant park property located 1020 Buzzy's Ranch Road, APN 010-611-01.
- Presentation and discussion only by Jacob Wolz, Eagle Scout candidate, on the Governors Field Dugout and Backstop Painting Project for Fields #1 and #6.
- For Possible Action: To authorize the Chairperson's signature on a letter of support for a Federal Lands Access Program (FLAP) grant submitted by Carson City Public Works for various improvements along Sierra Vista Lane.
- Discussion only on the planning and fund raising progress for the Disc Golf Course Complex Project.
- For Possible Action: To have the Parks and Recreation Commission Chairperson or his designee(s) present the Parks and Recreation Commission's report on the Parks and Recreation Master Plan to the Planning Commission and the Board of Supervisors at an upcoming regularly scheduled meeting.
- For Possible Action: To recommend to the Board of Supervisors approval of the Parks & Recreation Department's tentative Fiscal Year 2015/16 Annual Budget.
- Discussion only regarding an overview by commissioners Lee-Ann Keever and Donna Curtis of the Nevada Recreation and Parks Society's 2015 conference.

JUNE 2, 2015 – NOTICE OF CANCELLATION

AUGUST 17, 2015

- For Possible Action: To approve letters of support to the Bureau of Land Management, U.S. Forest Service and Nevada Division of State Parks regarding trail projects and to authorize the signatures from the Chairman of the Open Space Advisory Committee and the Parks and Recreation Commission
- For discussion only to review the authority and responsibility of the Open Space Advisory Committee and the Parks and Recreation Commission as stated in the respective enabling ordinances
- For discussion only to identify potential projects for grant funding through the Southern Nevada Public Land Management Act – Parks, Trails, and Natural Areas grant program
- For Possible Action To name two members from each committee/commission to review and evaluate potential projects with staff for submittal to the Southern Nevada Public Land Management Act – Parks, Trails, and Natural Areas grant program.
- Discussion only regarding a process to select a project(s) for submission to the Southern Nevada Public Lands Management Act's Parks, Trails, and Natural Areas grant program.

SEPTEMBER 1, 2015

- Presentation and discussion only by Thomas Reed, Eagle Scout candidate on his Lone Mountain Park Trail Enhancement and Fence/Signage Removal Project
- For Possible Action: Regarding a review and action on possible changes to Carson City Municipal Code Chapter 2.16 – Carson City Parks and Recreation Commission.
- For discussion only regarding an update of the Residential Construction Tax budget and committed projects
- For discussion only regarding a five year projection of the Quality Life Fund (Q18) revenues.
- Update on the Multi-purpose Athletic Center (MAC) project.
- Update on Nevada Division of Wildlife Grant.

OCTOBER 6, 2015

- Presentation and discussion only by Jacob Wolz, Eagle Scout Candidate on the completion of his Governors Field Dugout and Backstop Painting Project for Fields #1 and #6. (Jacob Wolz / Vern L. Krahn)
- Presentation and discussion only on the 60% design and budget report for the Downtown Carson Streetscape Project (Danny Rotter / Vern L. Krahn).
- Discussion only regarding the recipients for the Foundation for Carson City Parks and Recreation Awards for 2015. (Roger Moellendorf)
- **For possible action:** To approve staff's recommendation for the allocation of Residential Construction Tax funds for FY 2015/2016 to improvement projects to Ross Gold Park. (Roger Moellendorf)
- Discussion only regarding a "Master Plan Update" report given to the Board of Supervisors on behalf of the Parks and Recreation Commission by Commissioner Donna Curtis on June 18, 2015. (Donna Curtis)
- Update on the Disc Golf Course project. (Vern L. Krahn)
- Report on the NRPA's Annual Conference in Las Vegas. (Staff)