

**Parks and Recreation Commission  
Staff Report**

**Meeting Date:** February 2, 2015

**Agenda Item Number:** 3G

**Applicant:** Brett Long, Chair

**Request:** For discussion only regarding the Parks and Recreation Commissions' 2015 Annual Report that Chair Brett Long will present to the Board of Supervisors on February 4, 2016.

**General Discussion:** The commission has decided that they would like to give an annual report to the Board of Supervisors regarding the previous year's issues addressed by the commission. The commission decided to use the department's "Parks and Recreation Commission's Index – 2015" (Exhibit A) as a guide for the presentation. Chair Long requested a discussion only item be included in the February commission agenda so that he could obtain input from the other commissioners as to what they would like him to highlight in his presentation.

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

**PARKS AND RECREATION COMMISSION  
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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 John D 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.
- Update on the Multi-purpose Athletic Center project.
- Update on the Multi-purpose Athletic Center project including construction and use by the Carson City Visitor's Bureau.

## **JUNE 2, 2015 – NOTICE OF CANCELLATION**

### **July 7, 2015**

- For Possible Action: To accept a report from Commissioner Curtis given to the Board of Supervisors on Thursday, June 18, 2015 regarding her presentation of the commission's discussion and actions on their review of the Carson City Parks and Recreation master Plan.
- For Possible Action: Discussion only regarding planning efforts for the upcoming Nevada Fair at Carson Fairgrounds/Fuji Park.
- For Possible Action: Discussion only regarding a review of AB 25 the new Residential Construction Tax law.
- For Possible Action: To cancel the Tuesday, August 4, 2015 Parks and Recreation Commission meeting and replace it with a joint meeting with the Open Space Advisory Committee on Monday, August 17, 2015.
- Update on the Imus Park Clean up event with the Kiwanis Clubs held Saturday, June 6, 2015.
- Update on the Waterfall Trailhead and Fire Fighters' Memorial Ribbon Cutting Ceremony held on Wednesday, June 24, 2015.
- Update regarding the transfer of BLM property through the Omnibus Public Land Management Act of 2009 to Carson City including recent city improvements to Silver Saddle Ranch and the north end of Prison Hill.

### **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.
- Update Grace Works project on May 16, 2015.

### **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.
- Presentation and discussion only on the 60% design and budget report for the Downtown Carson Streetscape Project
- Discussion only regarding the recipients for the Foundation for Carson City Parks and Recreation Awards for 2015.
- 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.
- 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.
- Update on the Disc Golf Course project.
- Report on the NRPA's Annual Conference in Las Vegas.

#### **NOVEMBER 4, 2015**

- For Possible Action: To approve staff's proposed fees and hours of operation for the Multi-purpose Athletic Center.
- For Possible Action: To recommend to the Board of Supervisors the following revisions to Carson City Municipal Code Chapter 2.16 Parks and Recreation Commission: Section 2.16.010 – Organization; Section 2.16.030 – Term of office; Section 2.16.040 – Meetings and officers – Legislative procedure – Removal of Commissioner – No compensation; and Section 2.16.045 – Removal for cause.
- For Possible Action: To approve staff's recommendation for the allocation of Residential Construction Tax funds for FY 2015/2016 for improvement projects for Ross Gold Park and to suspend a competitive process for those funds.
- Discussion only on departmental rental policies regarding access to the general public for reserved sports Tournaments.
- For Possible Action: To recommend to the Board of Supervisors acceptance of the Parks and Recreation Commission's annual report for 2015.
- Update on the Disc Golf Course Complex Project's Design Charrette.
- Update on the Coyote issues at parks and trails.
- Update on the Arlington Square Ice Skating Rink
- Update on the Multi-purpose Athletic Center Project and grand opening ceremony.

#### **DECEMBER 1, 2015**

- For possible Action: To recommend to the Board of Supervisors a new lease agreement for use of the Wungnema House by the Foundation for Carson City Parks and Recreation, Inc.
- Discussion only on chemical control applications by the Parks Division.
- Update on the Multi-purpose Athletic Center Project and grand opening ceremony.