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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, September 5, 2006 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson Michael Hoffman
Sam Bauman
John Felesina
Tom Keeton
Pete Livermore
John McKenna
Glenn Tierney

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Barbara Singer, Recreation Superintendent
Vern Krahn, Park Planner
Mitch Ames, Community Center Facility Operations Supervisor
Kathleen King, Recording Secretary

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

CALL TO ORDER AND DETERMINATION OF A QUORUM (5:30:59) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Davis was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:17) - None.

1. **ACTION ON APPROVAL OF MINUTES** - None.
2. **MODIFICATIONS TO THE AGENDA (5:32:26)** - None.
3. **AGENDA ITEMS:**

3-A. DISCUSSION AND INFORMATION ONLY REGARDING THE WELLNESS COALITION'S GREAT AMERICAN WEIGHT LOSS CHALLENGE PROGRAM (5:32:33) - Chairperson Curtis introduced this item, and Ms. Singer introduced Rhoda Rosaschi. Ms. Rosaschi reviewed the agenda report and the attachments. She advised of the plan to allocate all monies raised through the program back to the community. She discussed opportunities for low-income families seeking fitness and wellness. She reviewed program activities, and expressed appreciation to Ms.

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Singer and her staff for their assistance in organizing the program.

In response to a question, Ms. Rosaschi provided program contact information. She advised that all program information would be available at the Kick-Off Party scheduled for September 16th. Commissioner Bauman commended Ms. Rosaschi on reducing the number of team members to five. Ms. Singer thanked the *Nevada Appeal* for its sponsorship of the program. She reviewed Recreation Division activities being organized in conjunction with the program, and discussed volunteer opportunities.

Commissioner Livermore discussed his participation in the Great American Weight Loss Challenge over the years, and dissolution of the HealthSmart organization. He expressed appreciation for the Carson Area Wellness Coalition. Ms. Singer advised that e-mail will be used to provide information regarding exercise classes, nutrition, recipes, etc. to program participants. Ms. Rosaschi advised that the number of weigh-in days and locations has been increased. Chairperson Curtis expressed appreciation for the program. She advised that the Carson City Library will have a table at the Kick-Off Party displaying resource information. She thanked Ms. Rosaschi and Ms. Singer for their presentation.

3-B. ACTION TO ENDORSE A GRANT APPLICATION FROM MUSCLE POWERED TO BALANCE BAR COMMUNITY ON BEHALF OF THE CARSON CITY PARKS AND RECREATION DEPARTMENT FOR \$19,429 FOR THE DEVELOPMENT OF A "TRAILS WORKING GROUP" WHICH WILL WORK COLLABORATIVELY WITH MUSCLE POWERED, THE CITY OF CARSON CITY, AND THE RAILS TO TRAILS CONSERVANCY FOR THE PLANNING, FUNDING, AND CONSTRUCTION OF TRAILS IDENTIFIED IN THE UNIFIED PATHWAYS MASTER PLAN; OTHER PROJECTS COVERED INCLUDE PUBLICITY PROGRAMS AND A "TRAIL CLEANUP DAY" (5:42:28) - Chairperson Curtis introduced this item and reviewed the agenda report. She referred to the letter of support, written on behalf of the commission, included in the agenda materials. In response to a question, she advised that the grant funding would be allocated to Muscle Powered. In response to a further question, she expressed the understanding that Muscle Powered would administer the grant in collaboration with the City.

Chairperson Curtis opened this item to public comment and, when none was forthcoming, entertained a motion. **Vice Chairperson Hoffman moved to endorse the grant application from Muscle Powered to Balance Bar Community, on behalf of the Carson City Parks and Recreation Department. Commissioner Keeton seconded the motion.** In response to a question, Chairperson Curtis advised of the impression, from Muscle Powered representatives, that there will be no more expense than the requested grant funding will cover. Mr. Moellendorf advised that the reference to "seed money" may be to serve as match funding for a larger grant at a future date. Chairperson Curtis called for a vote on the pending motion; **motion carried 8-0.**

3-C. PRESENTATION, PUBLIC HEARING, AND DISCUSSION ONLY REGARDING REQUESTS FOR PROJECT FUNDING FROM RESIDENTIAL CONSTRUCTION TAX

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(5:49:36) - Chairperson Curtis introduced this item, and provided an overview of the residential construction tax process for the benefit of the new commissioners. Mr. Moellendorf reviewed the staff report and the attachments. After having reviewed the applicable provisions of the Carson City Municipal Code earlier in the day, he provided an explanation for withdrawing the Habitat Conservation Plan application for various city parks along the Carson River.

(5:52:28) Jo Saulisberry, representing the Historical Society and the Foundation for the Betterment of Parks and Recreation (the "Foundation"), reviewed the application for funding to purchase signs for the Wungnema House and the Roberts House. In response to a question, she described the proposed design and verbiage of the signs. Commissioner Livermore advised of the need to make available to the public information on reserving the Wungnema House. Chairperson Curtis opened this item to public comment and, when none was forthcoming, thanked Ms. Saulisberry for her presentation. Commissioner Livermore acknowledged Mrs. Saulisberry's service to the commission in the 1980s and to the Foundation over the years. Ms. Saulisberry advised that the Wungnema House is available to be reserved for public use. She reviewed details of the Wungnema House history. She advised of having served as a Parks and Recreation Commissioner at the time the residential construction tax program was implemented. In response to a question, Mr. Fahrenbruch advised of Fred Stanio's intent for "some type of historically correct, wooden sign" on which event information could be posted. Details of the design have yet to be finalized. Mr. Stanio also intends for the sign to be lighted and landscaped, in order to serve as an entrance statement for each of the facilities. In response to a question, Mr. Fahrenbruch advised that reservation of the facilities are made through the Historical Society and the Foundation, respectively.

(5:58:25) Mr. Fahrenbruch introduced Lori Newsome, President of Carson City Babe Ruth, and reviewed the application for funding to plant 16 trees at Governor's Field. He discussed issues of safety and aesthetics which will be addressed by planting the trees, and reviewed the estimated cost as delineated in the application. In response to a question, he advised the trees will be approximately 10 to 12 feet tall at planting. Contract Urban Forester Molly Sinnott is researching a fast-growing evergreen tree, and soil samples have been taken. Mr. Fahrenbruch expressed the hope to plant the trees as soon as possible to "get the immediate effect." He discussed the method by which the trees will be planted in order to create the most effective backdrop. Commissioner Livermore discussed safety issues created by lighting outside the ball field, and expressed support for the proposal. He advised that, of all the solutions considered, this is the least costly with regard to implementation and maintenance. Chairperson Curtis thanked Mr. Fahrenbruch and Ms. Newsome for their presentation.

(6:03:38) Mr. Ames reviewed the application for funding to purchase theatrical lighting fixtures. In response to a question, he discussed the preliminary study and design process conducted with the user groups several years ago. He responded to additional questions regarding costs associated with the project phases. Commissioner Bauman discussed the inadequacy of the existing theater lighting, and expressed support for the request. In response to a question, Mr. Ames advised that any amount of funding will help. He responded to additional questions regarding theater improvements and the infrastructure for the lighting system. In response to a further question, he expressed a preference for funding the first phase of the lighting project. In response to a further question, he advised that the

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moving lights provide more options than the conventional fixtures. He expressed the opinion that the moving lights would be more preferable to the users. He acknowledged that the theater is currently used to capacity, and advised that one of the issues in the theater improvement project is scheduling around events. He responded to additional questions regarding the possibility of building a new theater. He acknowledged that the lighting project would bring the theater to a more adequate operation level. He expressed the opinion that the project represents "bare bones." Chairperson Curtis thanked Mr. Ames for his presentation.

(6:17:26) Ms. Saulisberry reviewed the application for funding to complete plans and site work for the carriage house at the Roberts House. Commissioner Livermore provided background information on the Historical Society's operation of the Roberts House over the years. He discussed fund raising efforts on the part of the Historical Society members and commended them on their commitment to construction of the carriage house. Ms. Saulisberry described the annual community events sponsored by the Historical Society and the Redevelopment Authority. She acknowledged that the carriage house plans are the same as those which were presented during last year's residential construction tax process. She responded to questions regarding grant funding opportunities represented by the residential construction tax funding. Chairperson Curtis thanked Ms. Saulisberry for her presentation. Ms. Saulisberry commended the Historical Society members on their efforts with the Roberts House through the years.

3-D. DISCUSSION AND INFORMATION ONLY REGARDING A QUALITY OF LIFE (QUESTION #18) CELEBRATION AND PROMOTION SCHEDULED FOR OCTOBER 21, 2006 (6:24:31) - Chairperson Curtis introduced this item, and Ms. Singer reviewed the staff report. Commissioner Livermore provided historic information on Question #18 and its benefit to the community. In response to a question, Ms. Singer discussed organization of the event. Commissioner McKenna suggested making Open Space / Property Manager Juan Guzman's PowerPoint presentation available via the City's website. Commissioner Bauman advised that the *Nevada Appeal* plans to publish "at least two major articles" on the event. Ms. Singer requested the commissioners to contact her with ideas.

3-E. DISCUSSION ONLY REGARDING THE PROJECT STATUS OF THE JOINT HEALTH, WELLNESS, AND RECREATION CENTER PROJECT PROPOSED TO BE LOCATED AT WESTERN NEVADA COMMUNITY COLLEGE, INCLUDING THE CURRENT CONTRACT STATUS WITH VALENTINER / CRANE ARCHITECTS (6:31:50) - Chairperson Curtis introduced this item, and Mr. Moellendorf reviewed the staff report and the attachments. He advised that Parks and Recreation Department and WNCC staff will travel to Salt Lake City, Utah to visit recreation facilities. One facility in particular, located on the campus of Westminster College, is a new student recreation center designed by Brent Tippetts of Valentinier /

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Crane Architects. Mr. Tippetts has graciously agreed to conduct the facility tours despite the fact that the recreation center contract has been suspended for the time being.

Commissioner McKenna expressed the opinion that it's time to walk away from the WNCC partnership and to build the recreation center at JohnD Winters Centennial Park. He suggested that the State will continue to have other funding priorities and the City should waste no more time in construction of the recreation facility. Vice Chairperson Hoffman expressed the hope that the Parks and Recreation Department and WNCC staff will have the opportunity to visit smaller facilities while in Salt Lake City. In response to a question, Mr. Moellendorf advised that Mr. Tippetts' scope of work was to provide preliminary design, including elevations and floor plans for the facility. The information was to be presented to the State Legislature. Other elements of the scope of work include subcontractors, such as Lumos & Associates, to address the special use permit process. A small portion of the contract also includes programming between Parks and Recreation Department and WNCC staff. Chairperson Curtis advised that the Public Works Board will be providing their recommended list of projects to the Governor and the Legislature on September 25th. She suggested re-agendizing this item for the commission's October 3rd meeting. Commissioner Felesina recalled the Board of Regents' prioritization of the project, and concurred with Commissioner McKenna's comments regarding the JohnD Winters Centennial Park location. He suggested agendizing the item for action on the October 3rd agenda. Commissioner McKenna agreed. Chairperson Curtis called for public comment; however, none was provided.

4. NON-ACTION ITEMS:

STATUS REPORTS AND ANNOUNCEMENTS FROM STAFF (6:42:15) - Mr. Fahrenbruch referred to the e-mail included in the agenda materials, and provided a status report on Silver Oak Park. He expressed concern over paving of Oak Ridge Drive, and advised that the details are being worked out. In response to a question, he advised that Silver Oak Development Company will be paving the street. He acknowledged that dedication of the park will be scheduled at the appropriate time. Mr. Fahrenbruch provided background information on the C-Scape demonstration garden at Mills Park, and reviewed funding available for improvements to the garden. He responded to questions regarding FEMA funding available for Riverview Park, and noted the importance of addressing safety issues created by the flood. In response to a question, he advised that the bid award for the Governor's Field paving project was agendized for the September 7th Board of Supervisors meeting. He expressed the hope that the paving contractor would begin the project the following week. In response to a question, he reviewed the project time table.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:51:35) - Commissioner Livermore advised that the most recent edition of the *Discover Us* publication was available in the Community Center lobby.

5. FUTURE AGENDA ITEMS (6:51:55) - Chairperson Curtis referred to the list of future agenda items included in the agenda materials.

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6. ACTION ON ADJOURNMENT (6:52:02) - Commissioner Keeton moved to adjourn the meeting at 6:52 p.m. Vice Chairperson Hoffman seconded the motion. Motion carried 8-0.

The Minutes of the September 5, 2006 Carson City Parks and Recreation Commission meeting are so approved this 3rd day of October, 2006.

DONNA J. CURTIS, Chair