

## **CARSON CITY PARKS AND RECREATION COMMISSION**

### **Minutes of the January 17, 2006 Meeting**

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, January 17, 2006 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Donna Curtis  
Vice Chairperson Michael Hoffman  
Greg Davis  
John Felesina  
Tom Keeton  
Pete Livermore  
John McKenna  
Tom Patton

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Scott Fahrenbruch, Parks and Recreation Director of Operations  
Barbara Singer, Recreation Superintendent  
Vern Krahn, Park Planner  
Lee Plemel, Planning and Community Development Principal Planner  
Michael Suglia, Senior Deputy District Attorney  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings is available, in the Clerk-Recorder's Office, for review during regular business hours.

**CALL TO ORDER AND ROLL CALL** (5:31:15) - Chairperson Curtis called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Commissioner Herst was absent.

**CHANGES TO THE AGENDA** (5:31:57) - Chairperson Curtis suggested addressing items 2-C, 2-D, and 2-E together, and the commissioners concurred.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS** (5:32:22) - None.

**1. ACTION ON APPROVAL OF MINUTES** (5:32:33) - None.

**2. AGENDA ITEMS:**

**2-A. PRESENTATION AND DISCUSSION ONLY REGARDING WESTERN NEVADA COMMUNITY COLLEGE'S PROPOSAL TO LOCATE THE NEW RECREATION CENTER ON COLLEGE AND STATE LAND PROPERTY ON THE NORTH SIDE OF COMBS CANYON ROAD** (5:32:40) - Mr. Moellendorf provided background information on this item, and reviewed the staff report. Western Nevada Community College ("WNCC") President Dr. Carol Lucey introduced WNCC Facilities Director Dave Rollings and invited him to the meeting table. Dr. Lucey provided background information on WNCC's master plan, and discussed WNCC's interest in partnering with the City to locate the new recreation center on college property. She advised that WNCC representatives would be requesting the support of State and University system representatives for a proposal to the Legislature that the next WNCC structure on the Carson City campus should be a physical education building. She further advised

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the State is not inclined to provide support for such projects without community involvement. Discussions with City staff have included joint use and funding support. Mr. Moellendorf clarified that the physical education facility referred to by Dr. Lucey would serve as a campus recreation center; a building that would function as both a learning facility for curriculum and for recreational activities.

Commissioner Livermore commented on the difficulty of turning down an opportunity such as was being offered by WNCC. He expressed support for considering the offer, and the opinion the community would be well served by locating a facility at WNCC. He noted the master planning process had indicated the need for one recreation center to serve 25,000 people, and suggested the possibility of needing an additional recreation center within the next few years. He expressed the opinion that possible locations analyzed at the last commission meeting are very viable. He expressed appreciation for Dr. Lucey's attendance and presentation.

Commissioner Patton inquired as to WNCC's vision for the recreation center with regard to the balance between public availability and formal WNCC programming. He referred to past commission discussion regarding the potential of available funding through Question #18 and bond issuances, and inquired as to the status. Based on past information, he noted that WNCC would not know their funding potential until after the 2007 legislative session. Mr. Moellendorf advised that the status on the potential funding is "about the same" as when Finance Director Tom Minton last addressed the commission. Mr. Moellendorf further advised that as City staff moves into the budget process, a clearer picture will emerge. He noted the timing of the project would be paramount to the possibility of forming a partnership with WNCC. A positive indication from the 2007 Legislature would still mean a time frame of 18 months to two years before planning and development could move forward. Mr. Moellendorf suggested considering the possibility of sequencing the timing of development for two recreation centers.

Dr. Lucey advised that conversations with University system representatives would begin on January 18<sup>th</sup>. WNCC representatives will request University system staff, and eventually the Board of Regents, to endorse a proposal to request State matching dollars up to a maximum of \$10 million. Dr. Lucey reiterated the request would require legislative approval, which would not be known until the spring of 2007. Once approved, planning could begin after July 1, 2007. In response to an earlier question, Dr. Lucey advised that a gymnasium is part of the WNCC vision. In consideration of Carson City's population, the community's interest in lifelong physical education, and climate conditions, Dr. Lucey advised it would be important to consider an indoor walking / running track. She suggested it would be useful to include classrooms in the building for the theoretical component of physical education instruction. She expressed support for a lap pool, and acknowledged the project being considered by the commission had already considered some form of aquatic amenities. She advised racquetball could also be considered, but noted the preliminary nature of the discussion. She discussed WNCC's partnership with Carson High School in the form of the high tech center. She advised of "early work" required to develop the partnership, but that both high school and WNCC representatives are pleased with the outcome. She noted there are "natural times of day" during which use of a facility by college students is more appropriate and others during which use by the public is more appropriate.

Commissioner McKenna agreed that the partnership between WNCC and the high school works well. It allows students access to equipment and training they otherwise may not have. The partnership "expands the taxpayer's dollar into multiple use." Commissioner McKenna suggested that waiting until the 2007 Legislature's decision on the WNCC request "may not be that bad of a deal. We don't have to build

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tomorrow. We've waited this long. ... We couldn't earn \$10 million in a year or two." He further suggested that choosing the WNCC site as a location for the recreation facility would meet an underserved and growing portion of the community. He noted future expansion opportunities, and discussed the possibility that WNCC would someday build a performing arts center that could be associated with parks and recreation activities and programming. He suggested that if the Legislature approved \$10 million, a performing arts center could be included as part of the recreation facility construction. He further suggested working through the details, getting agreements in place, if possible, and presenting the Legislature with a complete package. "If it doesn't fly, then we're a couple years behind but we have more money in the bank because of sales tax."

In response to a question, Dr. Lucey advised there are national models for partnerships, but the Nevada models most frequently referenced are the high tech centers constructed around the State. She suggested City staff may know of other projects. Commissioner Davis referred to discussions at the last commission meeting regarding the possibility of acquiring State land in order to have sufficient space upon which to build the recreation facility. He inquired as to the possibility of the Division of State Lands being more amenable in light of a partnership between the City and WNCC. Dr. Lucey advised of seven acres on the north side of Combs Canyon Road, and seven acres of WNCC property. She acknowledged adjacent property held by the Division of State Lands. She suggested that a partnership between the City and WNCC would be more formidable than either entity alone. Commissioner Livermore inquired as to another suitable piece of land. Dr. Lucey advised of approximately 176 acres owned by the Board of Regents after having sold the detention basin. Not all of the property would be appropriate for building. In addition, WNCC anticipates building its first residence hall somewhere on the property within the next three years. Dr. Lucey advised that the 2000 WNCC master plan has been working very effectively. In response to a question, she advised of having expected to trade property for land above the observatory to protect dark skies around the observatory. She suggested the property under consideration for the recreation facility would be most attractive to the City. The location would clearly indicate more of a public building rather than a campus building. With regard to crossing the street, Dr. Lucey referred to the V&T bike path and advised of future plans to continue the bike path north of Combs Canyon. There have been casual conversations about the possibility of trenching Combs Canyon and constructing the type of underpass used by golf courses.

Commissioner Patton inquired as to when the University system may indicate its support for the proposal. Dr. Lucey advised she had already started informal conversations, and that Chancellor Rogers is very supportive of partnerships. Nothing would be known, however, until the Board of Regents approves the priority list. The first presentation would take place at the March Board of Regents meeting, and the action item would be agendized for the June 2006 meeting. Commissioner Keeton expressed support for partnerships, but noted that the City and WNCC are two distinct entities. He inquired as to management of the facility. Dr. Lucey advised that WNCC would most likely recommend a memorandum of understanding spelling out use, costs, etc. WNCC has six years' experience with the high school partnership. Details were ironed out during the first year and the last five years have been a good relationship. Commissioner Keeton inquired as to whether Dr. Lucey anticipated any problems. Dr. Lucey acknowledged there will be problems, but problems can be resolved by both the City and WNCC approaching the partnership with the needs of the community at heart.

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Dr. Lucey acknowledged that WNCC operates a day care facility. She acknowledged the possibility of day care facility operations being incorporated into the recreation facility. Commissioner McKenna suggested considering the vision, and discussed "all types of synergies." He expressed the opinion that problems are easily resolved, and advised that the high school "loves the high tech center." With regard to the vision, Mr. Moellendorf noted lots of practical applications and advantages such as the potential for a good source of part-time recreation facility staff as the college grows and with the presence of in-residence students. He noted opportunities for operations cost sharing, and the uniqueness of WNCC in its enrollment of non-traditional students. He discussed details to be worked out, and agreed with Commissioner McKenna that the opportunity presents a win-win situation. In reference to the Denver trip, Commissioner Livermore discussed the "tremendous amount of square footage set aside for exercise equipment and gymnastics." He discussed the survey results which indicated a great deal of interest in a theater. He noted the tremendous benefit in the opportunity presented. In response to a question, Dr. Lucey advised of a number of other projects on the capital list, one of which is construction of a secondary access from the WNCC campus to Winnie Lane. The Waterfall Fire made obvious the reasons for a facility the size of WNCC to have a secondary access. Chairperson Curtis opened this item to public comment.

(6:08:15) Alan Rogers introduced the Clear Creek Ward of the LDS Church Boy Scouts, Varsity Scouts and Venturer Scouts, and discussed their purpose in attending to fulfill the city government requirement of their programs. He encouraged the commissioners to work through the concerns as the WNCC proposal represented an opportunity to cooperate and enhance programs for the community. He stated, "Anything that enhances opportunities in the City means that some of our young people will stay in the City."

(6:10:59) LeAnn Saarem discussed concerns over traffic at Winnie Lane, Foothill Road, and College Parkway. She expressed support for the recreation center and the opinion it represents a great opportunity for the community. She advised that Winnie Lane was not planned to be a collector street, and expressed the opinion that traffic increases will cause a lot of distress to the area residents. She discussed the need for an additional access, and noted that, although Winnie Lane and College Parkway are referred to as additional access ways, they are actually used as primary access ways. She suggested the only other reasonable route would be north toward the medical center with a connection to the freeway. "Dumping more traffic right into residential neighborhoods ... is more of a concern." Ms. Saarem requested the commissioners to consider the traffic concerns as part of the decision-making process.

Chairperson Curtis called for additional public comment; however, none was forthcoming. In response to a question, Dr. Lucey advised that, in order to receive serious consideration from the Legislature, projects must be on the Board of Regents capital projects list. Dr. Lucey thanked the commissioners. Mr. Moellendorf advised he would be providing a similar presentation to the Chancellor's staff on January 18<sup>th</sup>.

#### **2-B. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND BOARD OF SUPERVISORS ADOPTION OF THE CARSON CITY COMPREHENSIVE MASTER PLAN**

(6:16:17) - Mr. Plemel provided an overview of his presentation and background information on development of the master plan. He advised that the draft included in the agenda materials was released in early December. Staff presented the draft to the Planning Commission on December 7<sup>th</sup> and also received public comment at that meeting. A few additional written public comments had been received since then, but Mr. Plemel noted relatively few comments had been received since early December. He advised that the Open Space Advisory Committee recommended approval at their January 11<sup>th</sup> meeting. The draft will be presented to the Carson River Advisory Committee on February 1<sup>st</sup>. Mr. Plemel advised

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that the Unified Trails Plan is anticipated to be published for review in February with the goal being to present the Unified Trails Plan, the Parks and Recreation Master Plan, and the Comprehensive Master Plan for adoption by the Board of Supervisors in late March.

Mr. Plemel advised that the master plan is a policy document requiring subsequent implementation. He provided examples of possible implementation actions. He advised that an Affordable Housing Plan has also been developed as an element of the master plan. Efforts have also been coordinated to include concurrent development of a water and wastewater master plan. Mr. Plemel narrated a PowerPoint presentation which included an overview and discussion of each master plan chapter. In response to a question, he advised that language in the section on eminent domain will be further clarified. Commissioner Patton noted a correction to language in the first paragraph of the Planning and Property Rights section of Chapter 1. Commissioner Davis commended staff and the consultants on the draft master plan document. With regard to the Equitable Distribution of Recreational Opportunities, he advised that the youth of Carson City are in “dire need” of additional large turf areas. In response to a question, Mr. Krahn explained the intent of the language included at the subject guiding principle. Mr. Moellendorf expressed agreement with Commissioner Davis’ concern over the need for additional athletic fields. He advised of the intent to incorporate these amenities into existing sports complexes, such as Edmonds or Centennial Park, where neighborhood parks would have more natural amenities, consistent with the landscape. Commissioner Davis expressed support for natural parks, but reiterated the importance of keeping in mind the need for practice and play fields for use by the community’s youth. Mr. Plemel advised that the two are not necessarily mutually exclusive. He referred to the land use element of the master plan, and advised that additional properties have been identified for potential sports facilities. He further advised that the citywide survey had recognized the need for additional sports field facilities. [Commissioner Livermore left the meeting at 6:31 p.m.; a quorum was still present.] Chairperson Curtis suggested deleting the words “based on the specific needs and wants of nearby residents” from the paragraph entitled “Equitable Distribution of Recreational Opportunities.” Discussion took place regarding specific language of the guiding principles, and Mr. Plemel pointed out parks and recreation opportunities designated on the land use map.

In response to a question, Mr. Plemel provided a general overview and explanation of the mechanism of the City’s growth management ordinance. Mr. Krahn responded to questions regarding master plan coordination with adjoining counties. He discussed urban “pocket parks” and other facilities in association with mixed use development. In response to a comment, Mr. Plemel agreed to ensure that language regarding pocket parks is incorporated in the Chapter 6 section regarding mixed-use activity centers.

With regard to Chapter 7, Mr. Krahn discussed the connected city concept which includes pedestrian access, the transportation system in relationship to bicycles, and the non-motorized multi-use paths. Mr. Plemel noted that the master plan integrates the pedestrian and bicycle elements which are transportation plan elements that can also be used in the CAMPO plans. In reference to the Eastern Portal specific plan area outlined in Chapter 8, Mr. Krahn discussed recreational opportunities associated with development of the V&T Railway.

Mr. Plemel advised that staff anticipates submitting the final draft master plan to the Planning Commission in March. He expressed appreciation for this commission’s involvement in development of the draft master plan. Chairperson Curtis called for public comment and, when none was forthcoming, entertained a motion. Mr. Suglia provided direction with regard to the motion including a reference to the revisions

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recommended at this meeting. **Commissioner McKenna moved to recommend to the Planning Commission and Board of Supervisors adoption of the Carson City Comprehensive Master Plan with changes made at this meeting. Vice Chairperson Hoffman seconded the motion. Motion carried 7-0.**

**2-C. PRESENTATION OF THE PARKS AND RECREATION DEPARTMENT'S CAPITAL IMPROVEMENT PROGRAM REQUESTS FOR FISCAL YEAR 2006-07; 2-D. ACTION TO APPROVE THE PARKS AND RECREATION DIRECTOR'S PRIORITIZATION OF FISCAL YEAR 2006-07 CAPITAL IMPROVEMENT BUDGET REQUESTS; and 2-E. ACTION TO DETERMINE THE PARKS AND RECREATION COMMISSION'S CAPITAL IMPROVEMENT PROGRAM PRIORITIZATION LIST FOR FISCAL YEAR 2006-07** (7:11:17) - Mr. Moellendorf provided an overview of the purpose of this item, the agenda materials, and the presentations to be made. Ms. Singer reviewed her staff report. In response to a question, Mr. Moellendorf explained that the Recreation Division budget is allocated from the City's general fund. He acknowledged that the CIP request for the Community Center west parking lot could be submitted by any City department. It is sponsored by the Recreation Division because of its responsibility for management of the Community Center. Mr. Moellendorf acknowledged that the west parking lot project would not detract from some other recreational activity. Ms. Singer responded to questions regarding the Sierra Room Audio Infrastructure Replacement request. Commissioner McKenna expressed the opinion the request represents a high priority, and Mr. Moellendorf agreed. Ms. Singer distributed a conceptual photograph of an electronic readerboard to the commissioners and staff, and advised there are approximately 26,000 vehicles which travel past the Community Center every day. The estimated cost of the readerboard would cover removal of the old sign and installation of the new. Recreation Division staff have discussed, with City Fire and Public Works Department representatives, the possibility of cost sharing. Ms. Singer advised of the possibility of selling advertising space and earning revenue to offset the cost of the readerboard sign. Commissioner McKenna described a preferred design.

Ms. Singer reviewed minor CIP requests. She advised that the estimated cost for the scoreboard and controllers is \$5,000, for the volleyball stands is \$4,000, and for the VHF wireless intercom system is \$14,800. In response to a question, she provided background information on the donation of gymnasium scoreboards, by the Rotary Club, several years ago.

Mr. Fahrenbruch reviewed the Parks Division major CIP requests as outlined in his staff report. In response to a question regarding replacement of the wooden bridges at Mills Park, he advised the bridges would be prefabricated. Engineering costs would include soil testing, configuration of the concrete footings and aprons, etc. Mr. Fahrenbruch anticipates approximately 10-15% in engineering costs for each bridge because each location will require testing. Engineering of the bridge structure itself would be included. Commissioner McKenna inquired as to the possibility of salvaging any of the bridges for a less intensive use. Mr. Fahrenbruch expressed doubt that any of the bridges would be salvageable as they are being replaced for safety reasons. Rebuilding would be required to make any of them usable in another location. In response to a question, Mr. Krahn discussed requirements for the Mexican Ditch bridge. Commissioner Felesina inquired as to the possibility of three bridges being sufficient since there are few days a year during which water actually runs in the creek. Mr. Fahrenbruch discussed issues of ADA compliance, and advised that all Mills Park paths are ADA compliant. The "weak link" is the creek. Mr. Fahrenbruch acknowledged the possibility of reducing the number of bridges to three or four if the park is redesigned.

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He expressed a preference to not redesign the park, and advised of complaints over “only five crossings” within the park. In response to a question, Mr. Fahrenbruch advised that if the bridges aren’t replaced, they will have to be phased out, due to liability concerns, until there are no crossings.

Mr. Fahrenbruch reviewed details of, and responded to questions regarding, the minor CIP requests as listed in his staff report. He reviewed an additional minor request, the mandate for which he received earlier in the day from the Nevada Division of Environmental Protection, for installation of a monitoring well at Governor’s Field. He advised that Resource Concepts, Inc. provided a cost estimate of \$6,500. He reminded the commission of the annual, ongoing CIP allocation for replacement of playground equipment. Parks staff will be advocating this allocation.

Chairperson Curtis referred to the Five-Year CIP Listing included in the agenda materials, and expressed the opinion that paving the linear park from Butti Way to Edmonds Drive should be designated as a high priority. Mr. Fahrenbruch responded to questions regarding the condition of the existing linear path, and anticipated the CIP Committee would most likely consider Question #18 as the funding source. Mr. Moellendorf advised that the subject path wasn’t listed as one of staff’s priorities because it is presently a functioning trail. In addition, priorities may change with adoption of the Unified Pathways Plan. Mr. Moellendorf agreed that funding for this project would most likely be allocated from Question #18. He responded to questions regarding Question #18 funding recently used as match for a grant. Mr. Fahrenbruch suggested the CIP Committee should be informed of the Unified Pathways Plan.

Mr. Moellendorf reviewed the CIP requests listed in his staff report, including corrections to some of the cost estimates. He discussed the \$6,500 cost estimate for the Governor’s Field monitoring well and designated it as a high priority. In response to a question, he explained the purpose of the bi-ennial and five-year CIP lists. In response to a further question, he explained that the five-year list constitutes projects which were approved last year, by staff and the commission, as part of the five-year plan. The list in Mr. Moellendorf’s staff report represents projects prioritized for FY 06/07. Staff decided not to present FY 07/08 and beyond because of finishing up the master planning processes and needing to subsequently discuss implementation strategies. Mr. Moellendorf discussed the annual \$50,000 CIP allocation for the purpose of replacing playground equipment. He responded to additional questions regarding the differences between the priorities listed in his staff report and those listed in the five-year CIP list. Mr. Fahrenbruch discussed differences in the method by which the commission has addressed CIP priorities in the past and the method presented due to completion of the master planning process.

Chairperson Curtis expressed concern over including the Community Center west parking lot as a priority for FY 06/07. Mr. Moellendorf agreed that the project is unlikely to be funded in that only \$2.5 million is estimated to be available for capital improvements projects. Nevertheless, he advised that the project represents a need identified by staff and previous commissions. He discussed the importance of keeping the need as a priority in the hope that economic situations may change in the future. In response to a question, Mr. Moellendorf expressed the opinion that constructing a recreation center in another location will most likely not diminish the use of the present Community Center facility. He noted that the west side parking lot provides for park and aquatic facility activities, special events, and spill over from Library events. Chairperson Curtis called for public comment and, when none was forthcoming, entertained a motion. **Commissioner McKenna moved to approve the Parks and Recreation Director’s prioritization of fiscal year 2006-07 capital improvement budget requests, as modified. Commissioner Patton seconded the motion. Motion carried 7-0.**

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**2-F. ACTION TO APPROVE A GOAL SETTING SESSION FOR THE PARKS AND RECREATION COMMISSION** (8:11:58) - Mr. Moellendorf reviewed the staff report. Chairperson Curtis discussed possible topics for the goal setting session, including goals related to the master plan, review of the commission's bylaws, review of the facilitator's notes from last year's workshop, and update of the commission's handbooks. She recommended scheduling a workshop for April, and discussion took place regarding the purpose of, and possible formats for, a goal setting session. Consensus of the commission was to agendize a goal setting session in conjunction with a regular commission meeting.

**2-G. PRESENTATION ONLY OF THE ATHLETIC BUSINESS MAGAZINE'S 2005 "FACILITY OF MERIT AWARDS" FROM THE 2005 ATHLETIC BUSINESS CONFERENCE** (8:28:12) - Mr. Moellendorf reviewed the staff report, and played a DVD presentation.

**3. NON-ACTION ITEMS:**

**STATUS REPORTS AND COMMENTS FROM STAFF** (8:48:26) - Mr. Moellendorf reiterated he would be meeting with University of Nevada Chancellor's staff tomorrow to provide a presentation similar to that which was provided by Dr. Lucey earlier in the evening. He advised that Chairperson Curtis, Vice Chairperson Hoffman, and Commissioner Patton had expressed an interest in attending the upcoming Nevada Recreation and Parks Society Conference. He distributed, to the commissioners and staff, a summary of the most interesting classes he attended during the 2005 Athletic Business Conference.

**STATUS REPORTS, COMMENTS, AND CONCERNS FROM COMMISSIONERS** (8:50:38)

- Chairperson Curtis advised of having attended a Friends of the Silver Saddle Ranch ("FOSSR") meeting last Saturday. Mr. Moellendorf will be scheduling a meeting between FOSSR representatives, Chairperson Curtis, and Parks and Recreation Department staff.

**FUTURE AGENDA ITEMS FROM COMMISSIONERS** (8:51:20) - Chairperson Curtis advised that she and Mr. Moellendorf would be meeting late in the afternoon on the Monday prior to the agenda posting deadline to finalize commission agendas. She requested the commissioners to contact her or staff prior to that day with items for the agenda.

**FUTURE AGENDA ITEMS FROM STAFF** (8:51:57) - Mr. Moellendorf distributed, to the commissioners and staff, a list of agenda items.

**4. ACTION ON ADJOURNMENT** (8:52:17) - Commissioner Patton moved to adjourn the meeting at 8:52 p.m. Commissioner Keeton seconded the motion. Motion carried 8-0.

The Minutes of the January 17, 2006 Carson City Parks and Recreation Commission meeting are so approved this \_\_\_\_\_ day of March, 2006.

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DONNA CURTIS, Chair