

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the August 15, 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, August 15, 2006 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Juan Guzman, Open Space / Property Manager
Barbara Singer, Recreation Superintendent
Vern Krahn, Park Planner
Mary-Margaret Madden, Senior Deputy District Attorney
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 (5:29:40) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioners Davis and Livermore were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:00) - None.

1. ACTION ON APPROVAL OF MINUTES - July 18, 2006 (5:30:46) - Commissioner Keeton moved to approve the minutes. Vice Chairperson Hoffman seconded the motion. Motion carried 7-0.

2. MODIFICATIONS TO THE AGENDA (5:31:20) - At Mr. Moellendorf's request, Chairperson Curtis modified the agenda to address item 3-D prior to item 3-A.

3. AGENDA ITEMS:

3-A. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE NEW CARSON CITY FAIRGROUNDS AND FUJI PARK CONCEPTUAL SITE DEVELOPMENT PLAN (5:40:30) - Chairperson Curtis introduced this item, and Mr. Moellendorf reviewed the staff report. He thanked the Fairgrounds / Fuji Park Users Coalition for their assistance in developing the plan. Mr. Krahn provided a detailed review of the conceptual plan which was displayed in the meeting room. In response to a question, he advised that the February 2, 2006 date, on the conceptual site plan, was indicative of the meeting at which the Fairgrounds / Fuji Park Users Coalition approved the plan. In response to a question, Mr. Moellendorf advised there is insufficient funding to complete the park as presented in the conceptual plan. He further advised of discussions with the developer

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of the Bodine's property, Kevin Coleman, to provide labor and equipment in exchange for a joint use parking agreement. City representatives are in negotiations with Mr. Coleman; however, no agreement has been finalized. Mr. Moellendorf estimated the conceptual site plan improvements at \$4 to \$5 million.

In response to a question, Mr. Moellendorf discussed the strategy to concentrate on the fairgrounds area first. The arena will not be demolished until there are sufficient funds to reconstruct it. In response to a further question, Mr. Moellendorf stated "nothing happens at all until we can do it right." Parking will not be constructed until the orientation of the arena is changed. Mr. Moellendorf acknowledged these details had been explained to Mr. Coleman. He further acknowledged that the announcer's booth needs to be replaced and is not safe to be used. He noted that the conceptual site plan lends itself well to a phased approach. He reiterated the strategy to concentrate first on the fairgrounds and then move to the other side of the park. He noted the commitment to the Nevada Department of Wildlife to complete the urban fishing pond, and advised that the project will be moved outside the scope of negotiations with Mr. Coleman. If an agreement with Mr. Coleman is reached, the intent would be to move into the fairgrounds area and then, in a clockwise manner, move around the park. Mr. Moellendorf anticipates the last portion of the park to be completed, under that scenario, would be the west end. He acknowledged that street frontage improvements will be done first and that this will use up the majority of existing funding. In response to a question, Mr. Krahn reviewed the time line for construction of the fishing pond. He advised "this is a great winter project," and explained details of pond construction. In response to a question, he explained the location of the readerboard.

(6:04:05) Fred Stanio pointed out, on the displayed conceptual plan, historic grave sites on the south side of Clear Creek. In response to a question, Mr. Krahn advised that enhancement of the grave sites is planned. Mr. Stanio suggested incorporating designation of the historic indigent farm with the grave sites. In response to a comment, Mr. Krahn discussed Mr. Coleman's suggestion to commemorate the historic sites inside the exhibit hall.

(6:07:01) C.K. Baily expressed support for the urban fishing pond and appreciation for the efforts of Parks and other City staff.

(6:08:13) Jim Alexander, a member of the Fairgrounds / Fuji Park Users Coalition, described a problem which needs to be addressed with the assistance of Engineering Division Senior Project Manager Robb Fellows. In response to a question, Mr. Krahn explained the Army Corps of Engineers requirement for a permit to address the problem. He concurred with Mr. Alexander's suggestion, and reiterated that the fishing pond project will be separated from the rest of the park. In response to a further question, Mr. Krahn agreed to check into the possibility of installing another culvert without interfering with the flood plain and, thus, not being subject to an Army Corps of Engineers permit.

In response to a question, Mr. Krahn advised of the possibility of Question #1 funding for the water quality and wildlife habitat enhancement project in the Clear Creek stream environment.

(6:14:09) Jon Nowlin advised that, in addition to the previously discussed history of the area, "this site was used extensively by the pioneers going along the Carson River route of the original 49er immigrant trail" between the years 1849 and 1852. He strongly suggested including this well-documented information in any historic commemoration. With regard to the issue of the culvert, he advised of having spoken to Mr. Fellows during a Clear Creek Watershed Council meeting, approximately one month ago, about the

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possibility of installing a second culvert. At that time, Mr. Fellows indicated that he had checked and there would be no problem with the Army Corps. Mr. Nowlin suggested installing the culvert, advising that it is not a difficult construction project as long as the equipment is on site. He advised that, at the time the conceptual plan was approved in February 2006, "a lot was predicated on Mr. Coleman's plans for developing his property." He advised of recent information that Mr. Coleman's property may be sold for an entirely different purpose. He inquired as to how this may affect the conceptual site plan if Mr. Coleman's "property is not going to be developed according to the original plan." Mr. Nowlin suggested that the commission review the final agreement with Mr. Coleman before recommending the conceptual plan to the Board of Supervisors.

Mr. Moellendorf acknowledged that City representatives don't ultimately know what Mr. Coleman will do with his property. There is no existing agreement with the City. Mr. Moellendorf expressed the belief that the conceptual plan is far superior and can stand on its own merits. He recommended approving the plan separate from what Mr. Coleman may ultimately do with his property. Chairperson Curtis entertained a motion. **Commissioner Felesina moved to recommend to the Board of Supervisors approval of the new Carson City Fairgrounds and Fuji Park Conceptual Site Development Plan, as presented. Commissioner Keeton seconded the motion. Motion carried 7-0.**

3-B. PRESENTATION AND DISCUSSION ONLY REGARDING THE DRAFT LANDSCAPE DESIGN THEMES FOR RONALD D. WILSON MEMORIAL PARK (6:19:42) - Chairperson Curtis introduced this item. Mr. Moellendorf noted the purpose of this item to present and discuss the draft landscape design themes, not to discuss location of the park. He reviewed the staff report. Mr. Krahn provided a detailed review of the Ronald D. Wilson Memorial Park master site plan which was displayed in the meeting room and included in the agenda materials. He reviewed the landscape design theme which was also displayed in the meeting room and included in the agenda materials. Mr. Moellendorf noted that the original design indicated more trees along Mark Way. The proposed landscape design indicates fewer trees to provide more visibility for law enforcement personnel and the park rangers.

Commissioner McKenna inquired as to the possibility of relocating the parking lot to the east, away from the Cottonwood Mobile Home Park. With regard to the labyrinth, he advised that the cancer center has one planned for their development. Mr. Krahn explained the purpose for focusing the majority of activity in the center of the park. He expressed the belief that the location of the parking lot will have the least impact on adjacent properties. He expressed the further belief that relocating the parking lot would constitute a substantial change to the plan. Mr. Krahn acknowledged that access to the park will be from the east on Mark Way.

Chairperson Curtis called for public comment. (6:40:33) Carolyn Garrett expressed concern over the proposed restrooms. Mr. Krahn explained the current practice of the Parks and Recreation Department to install portable toilets in a three-sided enclosure. Ms. Garrett explained her concerns were due to past incidents at Mills Park. She expressed disagreement with including restrooms as part of the park design, and a preference for pedestrian facilities to be incorporated into the design. In response to a question, Mr. Krahn advised that neither skateboard facilities nor buildings are incorporated into the park design. He described the picnic shelter design, and Mr. Moellendorf advised there will be no solid walls. In response to a previous comment, Mr. Moellendorf expressed the opinion that the park lends itself well to walking. Ms. Garrett commended the design, and expressed appreciation for the park's "long overdue" development.

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(6:45:40) Reba Montrose alleged that the public was never consulted with regard to development of the park. She advised of not having received any notice of this meeting. In response to a question, Mr. Moellendorf explained the funding mechanism for development of the park. Ms. Madden cautioned against the discussion straying from the agendized item. Ms. Montrose expressed the opinion that the process was undemocratic and that the public had been ignored. In response to a question, Commissioner McKenna referred to the documented history of the public process by which development of the park had been approved. He inquired as to whether Ms. Montrose would be able to use the park if it were to be built in another location. Ms. Montrose replied, "I wouldn't care ... and that is the wrong place for that park." Commissioner McKenna requested Ms. Montrose to address her concerns to the Board of Supervisors as they are the only ones that can change any decision associated with location of the park. Ms. Montrose advised of having already expressed her concerns to the Board of Supervisors. Commissioner McKenna noted that the purpose of this agenda item was to review the landscape design for the park, and that the commission was prohibited from talking about anything else under the provisions of the Open Meeting Law. In response to a question, Commissioner McKenna expressed the opinion the park should be completed for less than the budgeted \$600,000. In response to a further question, he advised that the commissioners, staff, and public have discussed the park for years. He explained the action taken by the commission to recommend to the Board of Supervisors that sufficient funding be allocated to complete the park. In response to a further question, he advised that the history associated with naming the park for Ronald D. Wilson could be reviewed at the Parks Administration office. He reiterated that, at this point, only the Board of Supervisors could decide to change the name or the location of the park.

(6:51:43) Troy Morgan, a resident of James Way, expressed appreciation for the public notice provided, support for the landscape design themes and for the park itself. As a former New Orleans resident, he expressed appreciation for the drainage facilities included in the park design.

(6:53:14) Donna Wilson expressed appreciation for the landscape design themes and regret over the response from the Cottonwood Mobile Home Park residents. She referred to the long history associated with approval of the park, and expressed excitement over the fact that construction will finally be taking place.

Chairperson Curtis called for additional public comment and, when none was forthcoming, thanked the citizens for their attendance and participation and Mr. Krahn for his presentation.

3-C. UPDATE AND DISCUSSION ONLY REGARDING THE ACTIVITIES OF THE

FOUNDATION FOR THE BETTERMENT OF CARSON CITY PARKS AND RECREATION

(6:54:10) - Chairperson Curtis introduced this item. Foundation for the Betterment of Carson City Parks and Recreation (the "Foundation") Chairman Fred Stanio apologized for misinformation printed in the newspaper. He provided background information on the mission, purpose, and activities of the Foundation. He distributed to the commissioners a list of names on the memorial wall at Mills Park. He discussed the recent merger of the Foundation with the Carson City Historical Society. In response to a question, he reviewed criteria associated with having a name included on the memorial wall. Commissioner McKenna thanked Mr. Stanio for his hard work. Chairperson Curtis thanked him for his presentation.

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3-D. UPDATE AND DISCUSSION ONLY REGARDING THE OPEN SPACE PROJECT SITE DEVELOPMENT PLAN FOR THE LOMPA WETLANDS (5:32:14) - Mr. Guzman oriented the commissioners to the subject property using a displayed map. He reviewed the staff report and the site map, which was displayed in the meeting room. In response to a question, he advised that the facility is in the Open Space Master Plan element and that the Parks and Recreation Master Plan element mentions it as an open space facility. Chairperson Curtis thanked Mr. Guzman for his presentation.

3-E. UPDATE AND DISCUSSION ONLY REGARDING THE FAMILY NIGHT PROGRAM HELD TUESDAY, AUGUST 1, 2006 IN MILLS PARK (7:04:31) - Chairperson Curtis introduced this item. Ms. Singer provided background information, and reviewed the staff report. Commissioner McKenna expressed support for the Family Fun Night concept, and requested Ms. Singer to keep the commission informed as to any needed assistance. Ms. Singer discussed the possibility of acquiring from the Sheriff's Department lost bicycles which have gone unclaimed in order to provide them to families which don't have bikes. She advised that the Recreation Division has approximately thirty bicycles and helmets. Commissioner McKenna described the stationary bike course developed by the owner of Fleet Feet, and suggested that Ms. Singer contact him. Chairperson Curtis thanked Ms. Singer for her presentation. Ms. Singer advised that the next edition of the *Discover Us* publication will be out on Tuesday, August 29th. She expressed appreciation to former commissioner Charlene Herst, and advised that the Nevada State Health Division, Bureau of Community Health, Chronic Disease Section has paid for an additional seven pages in the *Discover Us* publication to be printed in the Spanish language.

3-F. ACTION TO APPROVE A NEW FORMAT FOR THE "FUTURE AGENDA ITEMS" SECTION OF THE AGENDA THAT MAY INCORPORATE FUTURE PARKS AND RECREATION COMMISSION GOALS (7:13:15) - Chairperson Curtis introduced this item and reviewed the agenda report. Commissioner McKenna pointed out that the chairman and the Parks and Recreation Director have traditionally established the agenda, pursuant to the commission's bylaws. He expressed concern over staff being burdened by a certain format. Consensus of the commission was to take no formal action on this item.

4. NON-ACTION ITEMS:

STATUS REPORTS AND ANNOUNCEMENTS FROM STAFF (7:16:20) - Mr. Moellendorf reported that the commercial car show at Fuji Park went well and there were no problems. He advised of having visited the show, and that the car dealers "lived up to their end of the agreement." He reported that Silver Oak Park construction is proceeding along nicely. Most of the irrigation piping, as well as paths and shelter pads, have been installed. Mr. Moellendorf anticipates installation of the skateboard feature, the tennis court, and basketball court to take place this week or next week. He reported that 111 children participated in the triathlon recently sponsored by the Recreation Division. He reported on the recent tour of the sheep grazing project conducted by Mr. Guzman, Open Space Assistant Ann Bollinger, and Resource Concepts, Inc. representatives. He commented on the practicality of using sheep to manage fuel loads. He anticipates the project will be expanded in the future through the Open Space Program.

With regard to Carson River Park, Mr. Krahn thanked Ms. Madden for her outstanding efforts in development of the cooperative management agreement between the City and the Bureau of Lands Management. He reported on the status of installation of signage by Beneficial Designs. He further reported that the grant funding from NDOT was awarded for landscaping the north leg of the freeway. He

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discussed a grant application to be submitted to Sierra Pacific Power Company, by the City and the Nevada Department of Wildlife, for relocating the power lines above the urban fishing pond.

COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(7:24:00) - Commissioner Keeton commented on a \$136,000 contract to be submitted for review by the Board of Supervisors at an upcoming meeting. He expressed a preference that the commission have the opportunity to review large contracts. Mr. Moellendorf advised that operational contracts are not typically submitted for review by the commission. Chairperson Curtis noted that Mr. Moellendorf had distributed to the commissioners copies of the Parks and Recreation Master Plan element. In response to a question, Mr. Krahn advised that copies of the master plan element are available at the Parks Administration office.

5. FUTURE AGENDA ITEMS (7:15:34) - Chairperson Curtis suggested agendizing discussion of parks tours at the next meeting.

6. ACTION ON ADJOURNMENT (7:27:45) - Commissioner Keeton moved to adjourn the meeting at 7:27 p.m. Vice Chairperson Hoffman seconded the motion. Motion carried 7-0.

The Minutes of the August 15, 2006 Parks and Recreation Commission meeting are so approved this 19th day of September, 2006.

DONNA J. CURTIS, Chair