

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, March 1, 2005 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Tom Keeton
Vice Chairperson Donna DePauw
Donna Curtis
John Felesina
Charlene Herst
Michael Hoffman
Pete Livermore
Tom Patton

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Department Director of Operations
Vern Krahn, Park Planner
Sandy Tschumperlin, Administrative Assistant
Barbara Singer, Recreation Superintendent
Mitch Ames, Community Center Supervisor of Operations
Joel Dunn, Recreation Supervisor
Melanie Bruketta, Chief Deputy District Attorney
Kathleen King, Recording Secretary

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

CALL TO ORDER AND ROLL CALL (1-0014) - Chairperson Keeton called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Commissioner McKenna was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0020) - None.

1. ACTION ON APPROVAL OF MINUTES - February 1, 2005 and May 26, 2004 (1-0024) - Commissioner Livermore moved to approve the minutes. Commissioner Herst noted a correction to page 1 of the May 26, 2004 minutes. Commissioner Hoffman seconded the motion. Motion carried 8-0.

2. CHANGES TO THE AGENDA (1-0040) - Chairperson Keeton modified the agenda to address item 3-D prior to item 3-A.

3. AGENDA ITEMS:

3-A. ACTION REGARDING THE FIVE-YEAR CAPITAL IMPROVEMENT PLAN (1-0383) - Mr. Moellendorf provided an overview of the agenda materials pertinent to this item, and reviewed the process for prioritizing capital improvement projects.

Mr. Krahn provided background information on the Community Center parking master plan, and reviewed the project to construct a new parking lot on the west side of the Community Center. In response to a question, he advised that the Roop Street access would remain; the northwest corner access would be eliminated. He described the boundaries of the proposed parking lot, access from the parking lot to Roop

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the March 1, 2005 Meeting
Page 2

Street and to Highway 50, and advised that 70+ parking stalls would be added. He advised that the cost estimate was recently updated by staff and Lumos & Associates, which developed the Community Center master plan. He advised that Development Services staff also reviewed the cost estimate. Mr. Krahn acknowledged that \$10,000 per parking space is fairly common, and was approximately the cost of the parking area constructed along the north side of Mills Park. He further acknowledged that the previous cost estimate of \$601,040 should be deducted from the Total Estimated Cost reflected on the Five Year CIP table. In response to a question, Mr. Krahn advised that a parking garage would have a very different cost estimate. He acknowledged the significant need for parking at the Community Center, and advised that the west side parking lot would meet an existing need.

In response to a question, Mr. Moellendorf explained that projects listed above those designated in the A column of the Five Year CIP Table had not been funded in the past. Once a project is funded, it is dropped from the list. In response to a further question, Mr. Moellendorf advised that Ronald D. Wilson Memorial Park had only ever received residential construction tax allocations. He explained that Development Services agreed to allocate \$70,000 toward the potable water line project at RDW Memorial Park. In addition, a developer will be charged \$30,000 for extending potable water to a new development in the same area. This drops the Parks and Recreation Department cost to \$50,000 from \$127,600. Mr. Moellendorf acknowledged that the \$127,600 figure could be deducted from the Total Estimated Cost. In response to a further question, Mr. Moellendorf advised that Development Services had indicated a willingness to contribute funding toward construction of the west side parking lot. (1-1222) Mr. Moellendorf acknowledged that the cost estimate for the west side parking lot includes landscape.

In response to a question, Ms. Tschumperlin advised that the Parks and Recreation Department has done very well in the CIP process in the past. She advised that Finance Department Director Tom Minton did not yet have this year's CIP figures. She clarified that the six items listed at the top of the table were not ranked. In response to a further question, she explained the format of the Five Year CIP table.

Commissioner Curtis expressed concern with regard to considering the cost for the west side parking lot in light of the other proposed CIP projects. She inquired of Commissioner Livermore as to whether the project could be funded in conjunction with other City departments. Commissioner Livermore discussed possible funding mechanisms. Mr. Moellendorf acknowledged that the project could be funded in several different ways, but noted that the total cost will be allocated from the City's general fund whether it is through Parks and Recreation or through another City department.

Ms. Tschumperlin acknowledged that Auditorium Seating - Phase III and Phase IV could be removed from the A column and their cost estimates deducted from the Total Estimated Cost. Mr. Krahn acknowledged that Carson River Park Phase II has been entirely funded, and could be removed from the A column. Staff and the Commissioners reviewed the A column to determine any other items which could be removed.

In response to a question, Mr. Fahrenbruch explained the reason for submitting the Fairgrounds announcer's booth to the CIP process. In response to a further question, he advised that many options have been considered for the announcer's booth. The Fairgrounds users have expressed a preference for the announcer's booth to be set behind and over the chutes, as are the best announcer's booths at rodeo grounds around the State. The Fairgrounds users believe the announcer's booth placement is a critical element for attracting and providing high quality rodeo events. Mr. Moellendorf advised that placement of the announcer's booth is strategic to rodeo event safety and judging. In response to a question, Mr. Fahrenbruch explained the increased cost estimate. He advised that the cat walk area behind the existing announcer's booth has also been determined to be a safety hazard. The cat walk was therefore included

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 3

in the announcer's booth cost estimate. Mr. Fahrenbruch explained that staff considers it a part of the overall project because it was constructed at the same time as the original announcer's booth. He acknowledged the assumption that the "future may be too far away" if the listed projects are not funded soon. He noted that the cost of steel continues to increase, and discussed potential liability costs to the City in the event of an accident. He advised that the announcer's booth is the number one priority of the Parks and Recreation Department staff based on the safety concerns. He explained the reason for separating the announcer's booth project from the Fuji Park Phase II improvements.

In response to a question, Mr. Fahrenbruch advised that an engineer's estimate was requested for the announcer's booth project from the beginning. He provided background information on expansion of the scope of work to include the catwalk and the stairway. He pointed out that the longer the project is delayed, the more the cost increases. In response to a further question, Mr. Fahrenbruch estimated that the arena and the announcer's booth are used throughout the year by approximately 6-10 large horse shows, the State high school rodeo competition, team penning competitions, and other special events not associated with livestock. He acknowledged that the project would qualify for Question #18 funding, but reiterated staff's reasoning for submitting it to the CIP process was to "fast track" and accomplish it sooner than Fuji Park Phase II due to safety concerns.

Commissioner Patton expressed concern with regard to the cost estimate for the announcer's booth, the Park Terrace irrigation system renovation, the west and east side parking lot projects at the Community Center and how they will correspond with the recreation center. He inquired as to plans for the existing gymnasium and the Sierra Room once a new recreation center is constructed, and as to how the design and utility of the existing Community Center facility will correspond with the new recreation center. Mr. Moellendorf reiterated that construction of the west side parking lot will address an existing need of the Community Center. He explained that the east side parking lot was originally listed as a CIP request for the coming fiscal year; however, he removed it with the idea that the chances of funding both "would be pretty slim." In addition, if development of the new recreation center goes forward as an addition to the existing aquatic facility, the east side parking lot may be needed as a construction staging area. Another alternative is to add parking to the Oxoby Loop, with the least amount of intrusion into the green space as possible. With a combination of the west side parking lot, the eventual reconstruction of the east side parking lot, and the Oxoby Loop parking, Mr. Moellendorf anticipates that parking would be adequate in the Mills Park / Community Center area. With regard to floor plans and proposed designs for the new recreation center, Mr. Moellendorf advised that a presentation will be agendaized for the March 15th Commission meeting. He discussed staff's preference to concentrate on the six projects listed at the top of the CIP table. In response to a further question, Ms. Singer provided background information on the B list project to replace the gymnasium flooring. She advised that the existing gymnasium will continue to be used in conjunction with the new recreation center. She acknowledged that the flooring project is a very low priority and noted that the cost estimate was developed many years ago.

Mr. Ames responded to questions regarding the cost estimate for the theater sound equipment. In response to a further question, he advised that the theater drapery project had been completed. He provided background information on the eight-phase auditorium seating project. Three phases have been funded for a total of \$102,000; the proposal at the top of the CIP list is to finish the final phase. Mr. Ames acknowledged that all the other auditorium seating items listed on the table should be removed. In response to a further question, he described the location, in the Community Center lobby, of the auditorium seats chosen.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 4

Mr. Fahrenbruch responded to questions regarding the urgency of the sport court flooring project for the indoor hockey rink at the Pony Express Pavilion. He explained that the Sierra In Line Hockey League is concerned with curling occurring with the existing floor. The problem with the City's sport court is that it has to be taken up, stored, and put back down each year to accommodate other events at the Pony Express Pavilion. Mr. Fahrenbruch advised that the Sierra In Line Hockey League raised \$5,000 toward a new floor, and that the cost estimate listed was reduced from \$48,280. He noted that members of the Sierra In Line Hockey Association were present in the audience. He stated that the Sierra In Line Hockey Association is "a great group to work with;" that they maintain the Pony Express Pavilion, including the restrooms; manage the league; and provide the City \$5 per player each year to cover power costs.

Commissioner Livermore expressed appreciation for staff's development and presentation of the CIP list. He discussed the City's prioritization of public safety in terms of funding allocations. He noted that the CIP list would be substantially longer and more expensive without the Question #18 and residential construction tax funding sources available to the Parks and Recreation Department. He advised that the sale of recreation bonds for capital projects, as part of Question #18, was recently completed. He noted that the Parks and Recreation Department has fared well in recent years' CIP processes.

In response to a question, Mr. Fahrenbruch provided background information on the tennis study done at Centennial Park, and advised that the Tennis Court Improvements project is unrelated to the Tennis Court Repair project. The Tennis Court Improvements project cost estimate is for all amenities outside the tennis courts at Centennial, including benches, a clubhouse facility, and additional landscaping. Mr. Fahrenbruch advised that the Tennis Court Repair project is "critical" because of the \$80,000 investment made in the overlay resurfacing project done at Centennial a few years ago. If the tennis courts are not maintained, an additional overlay resurfacing project will be required. Mr. Fahrenbruch advised that \$20,000 was recently spent on a resurfacing project for the two tennis courts at Mills Park. The subject Tennis Court Repair project is to address cracks in the court surfaces at Centennial and Ross Gold Parks. Mr. Fahrenbruch acknowledged that the tennis courts at Ross Gold Park are the only public courts between Mills Park and Douglas County. Commissioner Felesina advised of having visited the Ross Gold Park tennis courts, and expressed the opinion they are in worse shape than the courts at Centennial Park. In response to a question, Mr. Fahrenbruch advised that the cost estimate was based on \$3,000 per tennis court; eight courts at Centennial and two at Ross Gold. In response to a further question, Mr. Fahrenbruch advised that tennis does not appear to be declining in popularity. He expressed the opinion that the numbers don't warrant new courts any time in the near future, but there is steady tournament and Tennis Club use of the existing tennis courts. Mr. Fahrenbruch responded to questions regarding the cost estimates designated for the Restroom Renovation and New Portable Restroom projects at Ross Gold and Sonoma Parks.

In response to a question, Mr. Moellendorf explained the appropriate action. **Commissioner Curtis moved to redesignate, as an A priority, the Linear Park project "Pave Section from Butti Way to Edmonds Drive." Commissioner Livermore seconded the motion. Motion carried 8-0. Commissioner Herst moved to redesignate, as a D priority, the Community Center "Replace Gymnasium Flooring" project. The motion was seconded and carried 8-0.** Mr. Ames acknowledged that the auditorium seating project phases should all be removed from the CIP table, with the understanding that the item listed above the A column project replaces them.

In response to a question, Mr. Fahrenbruch advised that residential construction tax funding has been allocated toward the BMX Track Lighting project at the Edmonds Sports Complex. The transformer was placed as part of another project. The intent is to hold evening events at the BMX track because of the users' intent to extend league races and attract tournaments. In response to a further question, Mr.

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the March 1, 2005 Meeting
Page 5

Fahrenbruch advised that the \$70,000 cost estimate is for engineering and installation. He acknowledged that the \$70,000 request is in addition to the residential construction tax allocation which funded the infrastructure. In response to a further question, he advised that additional RCT funding can be applied for next year. Commissioner Livermore suggested there may be contingency funding available from the Governor's Field lighting project.

Discussion took place with regard to whether or not to keep submitting the entire CIP list in light of the limited CIP funding. Mr. Fahrenbruch expressed the opinion that the entire CIP list should continue to be submitted, but noted the importance of prioritizing the projects. He reviewed the various funding sources available to the Parks and Recreation Department, and the many projects which have been accomplished using a combination of funding sources. He noted the constraints of residential construction tax funding in that it cannot be used for maintenance. He referred to the BMX Track Lighting as an example of a project which qualifies for Quality of Life, residential construction tax, and capital improvement projects funding.

Commissioner Patton expressed an inclination to eliminate the west side parking lot project and submit it through a different process. Discussion took place with regard to the same, and **Commissioner Patton moved to redesignate the \$766,000 west side parking lot project from the A list to the D list of the Parks and Recreation CIP proposed project list, and expressed a preference for the project to be submitted through a different funding source. Commissioner Curtis seconded the motion.** Following discussion, **Commissioner Patton amended his motion to remove the west side parking lot project from the Five-Year Parks and Recreation Department Capital Improvement Project list. Commissioner Curtis continued her second.** Chairperson Keeton called for a roll call vote; **motion failed 4-4. Commissioner Livermore moved to redesignate the west side parking lot project to the bottom of the A list. Commissioner Curtis seconded the motion. Motion carried 8-0.**

Mr. Moellendorf reviewed the Minor CIP Requests included in the agenda materials which he advised were not ranked. In response to a question, Mr. Ames advised that the Theater Sound System was not funded last year. Mr. Moellendorf provided background information on the theater sound board request. In response to a question, Mr. Fahrenbruch explained that minor CIP requests are funded from the same source but are subject to a different process than major CIP requests. Minor CIP requests include operational and maintenance items. Mr. Fahrenbruch explained the reason for not ranking minor CIP requests. Commissioner Curtis objected to renovating horseshoe pits without adding a \$20,000 restroom to Sonoma Park. Mr. Moellendorf advised that dollar figures assigned to minor CIP requests are somewhat arbitrary. The minor CIP process is a means by which to separate larger, more expensive projects from some of the smaller ones. Typically the larger CIP projects go through closer scrutiny because of their fiscal impact. In response to a comment, Mr. Fahrenbruch explained that there is no set allotment to the Parks and Recreation or any other City department. The CIP Committee prioritizes projects based on their merits. Mr. Fahrenbruch cautioned the Commissioners that the minor CIP requests do not come out of any allotment; "that's not how the process works." All CIP projects stand alone on their merits before the CIP Committee.

In response to a question regarding replacement of the exercise course at Riverview Park, Mr. Fahrenbruch advised that the project is not related to regulatory signage. Approximately half the stations have already been systematically removed; the other half are in poor shape due to age and vandalism. Mr. Fahrenbruch anticipates that the new exercise course will last longer because of modern materials and the Park Ranger Program which provides more proactive trail enforcement. **Vice Chairperson DePauw moved to accept the minor CIP requests. Commissioner Livermore seconded the motion. Motion carried 7-1.**

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the March 1, 2005 Meeting
Page 6

Chairperson Keeton called for public comment.

(1-1935) Jon Nowlin, a member of the Fuji Park Users Group, expressed appreciation for the excellent presentation by Mr. Fahrenbruch regarding the need for the announcer's booth at the Fairgrounds. Mr. Nowlin provided background information on the meetings held following the 2002 election, and advised that the Users Group was told construction would begin on the announcer's booth in the spring of 2003. He noted that the announcer's booth represents a long-term need, and agreed with Mr. Fahrenbruch's request and that of the users group at the meeting held earlier in the day that the announcer's booth should be a high priority in the Commission's considerations.

(1-1964) In response to a question, Mr. Fahrenbruch reviewed the number of rodeo events held at the Fairgrounds which utilize the announcer's booth. He acknowledged that the announcer's booth was a factor in the decision of the State High School Rodeo event coordinators to use a Douglas County facility this year. Mr. Fahrenbruch explained the joint use agreement with the School District in response to a question regarding the tennis courts. Russell Carpenter suggested reformatting the CIP list.

(1-2015) Jan Miller, of GROW, expressed appreciation for the Commission's consideration of the minor CIP request. She reviewed the request for the grant match for the gateway landscape project, and discussed actual and potential funding sources for the same. She explained the importance of having landscape designs in place prior to completion of the freeway project.

(1-2069) Uriah Wise, a member of the Sierra In-Line Hockey Association, expressed appreciation for Mr. Fahrenbruch's presentation regarding the sport court flooring.

Chairperson Keeton called for additional public comment; however, none was provided.

3-B. ACTION ON PRIORITIZATION OF 2005-06 FISCAL YEAR CAPITAL IMPROVEMENT BUDGET REQUESTS (1-2114) - Mr. Moellendorf reviewed the staff report, and requested the Commissioners to designate their top five major CIP priorities. [Chairperson Keeton recessed the meeting to provide staff an opportunity to tabulate the priorities. He reconvened the meeting at 7:48 p.m.] Mr. Moellendorf reviewed the prioritizations as follows: (1) Ronald D. Wilson Memorial Park Potable Water Line Extension; (2) Community Center Auditorium Seating Replacement; (3) Centennial and Ross Gold Parks Tennis Court Repairs; (4) Fuji Park / Fairgrounds Announcer's Booth; and (5) Pony Express Pavilion Sport Court Flooring for Indoor Hockey Rink. Mr. Moellendorf acknowledged that the remaining items on the CIP list were without rank, and would remain on the list for next year. In response to a question, Mr. Moellendorf reviewed the list again for the benefit of the citizens present. **Commissioner Livermore moved to accept the prioritization, as read by Mr. Moellendorf. Commissioner Hoffman seconded the motion. Motion carried 8-0.**

3-C. ACTION ON FISCAL YEAR 2005-06 PARKS AND RECREATION DEPARTMENT BUDGET (1-2235) - Mr. Moellendorf reviewed the staff report and provided an overview of the agenda materials pertinent to this item. He explained the process by which the budgets and supplemental requests would be presented.

Recreation Division (1-2285) - In response to a question, Ms. Singer explained the effectiveness percentages listed in the Performance Measures table. Chairperson Keeton noted the average cost listed in the efficiency category had been maintained over the past several years. He commended Ms. Singer on her administration. Ms. Singer acknowledged no supplemental requests for the Recreation Division.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 7

Community Center (1-2360) - Mr. Ames reviewed budget increases, and responded to questions regarding the numbers associated with total attendance and effectiveness in the Performance Measures table. Ms. Singer provided background information on the increasing responsibilities associated with Mr. Ames' position. Mr. Ames reviewed the supplemental request for hourly labor.

Aquatic Facility (1-2523) - Ms. Singer responded to questions regarding Aquatic Facility Supervisor Kurt Meyer's goal to generate five new and creative programs. In response to a further question, she explained the Range of Motion program. She advised there is "room to grow" in terms of new programs. She acknowledged that Aquatic Facility staff is trained in defibrillator use and that there is a defibrillator on site. Commissioner Livermore noted the zero accidents in the effectiveness category of the Performance Measures. Ms. Tschumperlin expressed appreciation to Mr. Singer and Mr. Meyer, and discussed the benefit of the Aquatic Facility therapy pool. Ms. Singer responded to questions regarding the therapy pool hours.

Sports (1-2664) - In response to a question, Mr. Dunn reviewed the Results section of the FY 04-05 Prior Year Achievements. In order to achieve the goal of weekend softball tournaments on dates not previously booked by contractual tournament directors, Mr. Dunn advised that additional tournaments will be pursued which result in "heads in beds." The purpose will be to generate economic impact to Carson City's business sector. Commissioner Curtis suggested conducting the same type of survey for the girls soccer tournament. Mr. Dunn advised of receiving additional funding through the Convention and Visitors Bureau which will be applied toward assisting some of the soccer tournaments and swim meets with personnel and conducting surveys to establish the economic impact of those events in Carson City. Commissioner Felesina commended Mr. Dunn on the number of tournament participants and the revenue generated. Mr. Dunn acknowledged that adult soccer numbers will be tracked this year. In response to a question, he explained the concessions operation which offsets costs. In addition, a market value, based on what a participant would have to pay to play outside of Carson City, is maintained for each sport. Mr. Dunn acknowledged no supplemental requests. Chairperson Keeton thanked Mr. Dunn.

Parks Division (1-2847) - Mr. Fahrenbruch presented the budget and responded to questions regarding the mural project goals and objectives, and the purpose for retaining a professional artist. He responded to additional questions regarding tree replacement at Governor's Field, the frequency for aerating park sites, and the development status of Parks Division maintenance/operating manuals. Commissioner Felesina noted that the number of full time employees has remained consistent over the past several years. Mr. Fahrenbruch commended the Parks Division staff, and advised that only one full time position and 13 seasonal positions have been added over the past eleven years. He expressed concern that the ratio of full-time supervisory positions to seasonal / hourly positions is presently out of balance. He discussed possible methods for balancing the ratio. Mr. Moellendorf commended Mr. Fahrenbruch on his management skills in light of the number of acres over which the Parks Division has become responsible over the past eleven years. Commissioner Livermore discussed the difficulty of budget decisions in light of public safety issues.

Mr. Fahrenbruch reviewed the supplemental request for a seasonal / hourly volunteer coordinator. Commissioner Patton advised of having reviewed the supplemental requests, and suggested there were none which were questionable. He suggested not having staff justify the requests unless the Commissioners had questions. Mr. Fahrenbruch responded to questions regarding maintenance of the Silver Oak landscape. He advised that the Silver Oak Homeowners Association maintains the lighting for the landscaped pathways. He reviewed the supplemental request for seasonal / hourly or contract funding for the Silver Oak landscape. Commissioner Curtis expressed concern with regard to the contract funding request. In response to a question, Mr. Fahrenbruch described the oversight of landscape contractors provided by Parks

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 8

staff. In response to a further question, he advised that the contract will be submitted to a competitive bid process. He responded to additional questions regarding the method by which seasonal / hourly employees are assigned to work sites. In response to a further question, Mr. Fahrenbruch expressed a preference for contracting the Silver Oak landscape maintenance.

In response to a question, Mr. Fahrenbruch advised that upcoming Question #18 projects will be submitted together with requests from the general fund for additional personnel. He listed the lower Centennial Park expansion, improvements to the Edmonds Sports Complex, and the bonded projects, and advised that the costs will have to be shared between Question #18 and the general fund. The Quality of Life Initiative was never intended to solely support new projects. In response to a question, Mr. Fahrenbruch expressed the opinion that the 40/40/20 ratio prescribed in the language of Question #18 works well.

In response to a question, Mr. Fahrenbruch expressed a preference for a full-time employee at Northridge. He reviewed the corresponding supplemental request, which included three options. He commented that the amount of additional cost for the full-time employee is offset by the fact that year-round service is available. He explained that Northridge has landscape and neighborhood parks, which require different attention and service that a landscape contractor would most likely not be willing to provide. Vice Chairperson DePauw commended Mr. Fahrenbruch and the Parks Division staff on the quality of their work.

Quality of Life - Maintenance (2-0094) - Mr. Fahrenbruch provided an overview of the goals and objectives and the budget highlights. He responded to questions regarding the annual operation and maintenance funding allocated toward the Boys and Girls Club facility.

Pony Express Pavilion (2-0136) - Mr. Fahrenbruch provided an overview of the goals and objectives, and expressed the hope that the summer concert series will be reactivated at some time in the future. He explained that the concert series was “a great community event” that was financially unsuccessful for the promoter. Commissioner Curtis requested Mr. Fahrenbruch to add indoor soccer to the performance measures.

Parks and Recreation Administration (2-0174) - In response to a question, Mr. Moellendorf clarified that plans for the new multi-purpose recreation center have not been finalized. Commissioner Patton referred to the FY 05-06 Goals and Objectives regarding the new recreation center, and the FY 05-06 Goals and Objectives regarding the new community gymnasium under the Quality of Life - Parks Capital budget. He expressed the opinion that the recreation center will be “one of the greatest things this City’s seen, and ... one of the biggest expenses” of the Department. He discussed his interest in having racquetball return to Carson City, and the understanding that racquetball is not included in the presentation scheduled for March 15th. He advised that there are many people in the community who are traveling to Washoe County to play racquetball. He expressed frustration that his mention of racquetball during the public meeting portion of the master planning process “didn’t make it to the notes.” He expressed concern that planning has taken place prior to receiving and analyzing results of the master plan survey. He advised of having obtained a three-page list of people’s names who were involved in an ongoing racquetball league in Carson City. He expects to receive at least 100 letters in support of racquetball in Carson City which he will provide to Mr. Moellendorf. He advised of having recently traveled to Mesquite, Nevada, a community of 16,200 which is forecasted to double in the next five years. “They have a phenomenal gym that was constructed a few years ago and they have two racquetball courts.” Commissioner Patton advised of having talked with one of the facility managers, who expressed the wish for four racquetball courts because of a dedicated group of approximately 30 people in the community who use the courts “day in and day out.” Commissioner

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 9

Patton advised he will “fight tooth and nail” any plan for a recreation center that doesn’t include “at a bare minimum two if not four racquetball courts.” He predicted a high level of use by a “very sizeable and dedicated part of this community who will be very appreciative.” Discussion took place regarding the importance of public input during Commission meetings.

Commissioner Livermore expressed appreciation for Commissioner Patton’s comments. In response to a question, Commissioner Patton advised of having heard the possibility of a private facility which would accommodate indoor soccer, volleyball, and racquetball. He advised that Capitol Courts found racquetball to be unprofitable, and began converting to a nautilus operation. Once 24-Hour Fitness took over the facility, the racquetball courts were diminished to approximately four, and “the reservation list was impossible to get on between 5:00 p.m. and 8:00 p.m. and in the mornings.” Commissioner Patton expressed doubt that a private facility would be successful.

Mr. Moellendorf advised of having received a letter from an individual interested in including racquetball courts as part of the new recreation center. He advised that the March 15th presentation will include an overview of the planning process and a recreation center proposal. He acknowledged that the proposal does not include racquetball courts, but advised that this doesn’t mean the recreation center won’t have racquetball courts. He stated that if the community demonstrates interest and support of racquetball courts, the Parks and Recreation Department would be remiss to not include them in the planning. Whether the racquetball courts are part of the first or second phase of the recreation center is something to be determined by staff, the Commission, and ultimately the Board of Supervisors. Mr. Moellendorf noted the finite amount of money available for the facility, and advised that if racquetball courts are included, unless other funding is made available, “something else is going to have to go out.” Decisions will be based on how to best allocate the available funding. Commissioner Patton expressed concern that the planning process “runs ahead of the ability to get this information before you,” and that the information gathering process “is not all that scientific. The responses depend entirely on what’s asked.” He discussed the need for a complete, random survey of the City with the help of a statistician to ensure an accurate sampling. He expressed the opinion that “most of the design decisions are coming based on community meetings.” He observed that certain groups “were aware and mobilized their efforts” in order to be well represented. He advised that the racquetball group didn’t have an organization. He stated that “if this community can afford \$159,000 to build an announcer’s booth for a rodeo facility that is apparently used maybe two or three times a year for rodeos and maybe another half a dozen to a dozen times for horse shows, I would think that at about \$50,000 a court, ... this community could afford at least a couple of courts that will be used everyday and not just a dozen or 15 times a year.” He reiterated his intention to mobilize the racquetball group.

In response to a question, Mr. Moellendorf provided an overview of the direction provided at the last meeting with regard to the master plan survey. Mr. Krahn took the Commissioners’ input and met with the consultant, who revised the survey. The survey will be mailed in the very near future. Mr. Moellendorf acknowledged that a copy of the survey could be provided to the Commissioners in the next meeting agenda packets. Mr. Fahrenbruch responded to questions regarding performance measures for the park rangers. Mr. Moellendorf acknowledged that a report on the park ranger program could be provided to the Commission. Mr. Fahrenbruch advised that performance measures for the park ranger program will continue to be tracked. Mr. Moellendorf reviewed the supplemental request for collaboration with the Redevelopment Authority to sponsor three to four concerts in the downtown area during the summer and fall of 2005. He advised that consensus of the Internal Finance Committee was to redesignate this request as a minor capital project. Commissioner Patton discussed the successful summer concert series in Douglas County as an information resource.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 10

Quality of Life - Parks Capital (2-0545) - In response to a question, Ms. Tschumperlin explained the capital outlay figures. In response to a further question, she explained that the Parks Capital budget pays for a small percentage of certain Department staff salaries. Mr. Moellendorf acknowledged that the bond for the new recreation center has already been approved, and that the \$5.6 million in bond funding will be allocated to the Quality of Life fund as revenue. He acknowledged a public component to the presentation agendized for March 15th. In addition, public workshops throughout the community will be scheduled as the planning process progresses.

Grants, Gifts and Donations (2-0654) - In response to a question, Ms. Tschumperlin explained the \$5,660 grant for reconstruction and restoration of the Roberts House west door. The \$15,000 residential construction tax allocation, previously approved by the Commission, is seed money together with other funding sources to begin applying for grants for construction of the Carriage House. In response to a comment, Ms. Tschumperlin advised of approximately six grants which she has been requested to review on behalf of the Carson City Historical Society. Mr. Moellendorf acknowledged that the goal to investigate grants for reforestation of the Waterfall Fire burn area has to do with City property. He advised that Open Space Manager Juan Guzman is actively involved. Ms. Tschumperlin responded to questions regarding the performance measures.

Residential Construction Tax (2-0716) - In response to a question, Ms. Tschumperlin explained the capital outlay figures. She acknowledged that the \$433,606 figure includes quite a listing of projects which have been approved over the last several years. In response to a question, Mr. Moellendorf explained the FY 05-06 goal to complete development agreement improvements. Commissioner Livermore discussed the residential construction tax park development process.

Commissioner Hoffman moved to approve the Parks and Recreation Department budget, as presented. Commissioner Felesina seconded the motion. Motion carried 8-0.

3-D. ACTION TO AMEND THE PARKS AND RECREATION COMMISSION BYLAWS (1-0048) - Chairperson Keeton reviewed the staff report. Ms. Bruketta advised that the question regarding the requirement for a 2/3 majority vote “was very difficult to answer.” She explained that the Open Meeting Law specifies a majority of the membership is required to pass an action item. She advised that the Attorney General has never issued an opinion regarding the 2/3 majority vote. She further advised of having spoken with a Deputy Attorney General, who indicated there is no problem with requiring a 2/3 majority vote to amend bylaws. The Deputy Attorney General was supportive of the language of the Open Meeting Law, however, which requires only a simple majority. Ms. Bruketta advised the Commission to adhere to the requirements of the Open Meeting Law, but indicated the Commission was free to make the decision on this issue.

Chairperson Keeton noted that the Open Meeting Law provides for the Commission to write its own bylaws, wherein the 2/3 majority vote is specified. In response to a question, Ms. Bruketta reiterated the recommendation to adhere to the requirements of the Open Meeting Law, but that the Commission was free to require a 2/3 majority vote to amend the bylaws. In response to a further question, Ms. Bruketta advised that amendments to the master plan require a 2/3 majority vote of the Board of Supervisors. Chairperson Keeton inquired as to the vote which took place at the last meeting requiring a 2/3 majority that did not pass. In response to a question, Chairperson Keeton advised that the Commission bylaws require any amendment to pass by a 2/3 majority. He explained that the subject vote had to do with an amendment to the Commission bylaws. Because the Commission bylaws currently require a 2/3 majority vote, Ms. Bruketta supported passage of any amendment with a 2/3 majority vote until the requirement is changed.

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the March 1, 2005 Meeting
Page 11

She acknowledged that the action taken by the Commission at the last meeting should stand. In response to a question, Chairperson Keeton advised that no amendment to the language of paragraph 8 of the Commission bylaws was proposed at the last meeting. Ms. Bruketta recommended that the Commission agendaize amendment to paragraph 8 at the next meeting. She reiterated that the action taken at the last meeting stands.

Vice Chairperson DePauw referred to the copy of NRS 244.30791 included in the agenda materials, and provided background information on her concern. In response to a question, Ms. Bruketta advised that the law was not violated because more than a quorum is present when passing an action requiring a 2/3 majority vote. She explained that the current bylaws "just make it more strict than the law requires and that's okay." In response to a question, she explained that, according to the Commission bylaws, amending the bylaws requires a super majority. A simple majority is required for any other action. Ms. Bruketta reiterated the recommendation to amend paragraph 8 of the bylaws at the next meeting to conform to State law which requires only a simple majority. Ms. Bruketta acknowledged that a 2/3 majority vote would be required to amend paragraph 8 of the bylaws. In response to a further question, she advised that the bylaws require discussion at one meeting and action on amendment at the following meeting. Commissioner Livermore explained the purpose of first and second readings for amendments to the bylaws is to ensure avoidance of the possibility of amending the bylaws outside the knowledge of one or more absent Commissioners.

In response to a question regarding the third section of paragraph 4, Ms. Bruketta interpreted the language that the chairperson could serve for two years consecutively, sit out a year, and serve again the following year. Chairperson Keeton advised that the proposed amendment limiting the chair to serving two consecutive terms did not pass at the last meeting. He anticipates that the issue will be revisited at some point in time. In response to a question, Ms. Bruketta advised of no conflict with the provisions of paragraph 4.

Based on the discussion, Commissioner Patton expressed the understanding that the existing bylaws require a super majority "to conform to law to require a simple majority to amend the bylaws." He read NRS 244.3089(3) into the record, and noted that only a simple majority of the quorum present is required to pass an action. In response to a comment, Ms. Bruketta explained that requiring a 2/3 majority vote to amend the bylaws may be acceptable because it is more stringent than what State law requires. There is nothing in the Open Meeting Law to prohibit the Commission from doing so, but Ms. Bruketta reiterated the recommendation that the Commission amend paragraph 8 of the bylaws. Commissioner Livermore suggested requesting an Attorney General's opinion. Ms. Bruketta advised that the Deputy Attorney General in charge of reviewing Open Meeting Law issues informed her the Attorney General's Office "won't have a problem ... provided ... what you're doing is more stringent than what State law requires." She reiterated there is no Attorney General's opinion on this particular issue. Commissioner Patton suggested that the Deputy Attorney General's comments amount to an informal opinion on the question.

In response to a question, Ms. Bruketta advised of not having seen any legislative bill which would address this issue. Commissioner Herst expressed a concern that not amending paragraph 8 may create a situation where the Commission's actions could be challenged in the future. Commissioner Patton advised there would be no problem if a 2/3 majority vote was attained. A potential problem would exist in situations where a 2/3 majority vote was not attained.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 12

Chairperson Keeton thanked Ms. Bruketta for her attendance and participation. Vice Chairperson DePauw suggested deferring further discussion and action on this item until later in the meeting. In response to a question, Commissioner Livermore requested Ms. Bruketta to provide a letter documenting her conversation with the Deputy Attorney General. Chairperson Keeton deferred further discussion of this item and returned to item 3-A.

(2-0842) Commissioner Livermore suggested deferring further discussion of this item due to the late hour. **Vice Chairperson DePauw moved to defer item 3-D, an action to amend the Parks and Recreation Commission bylaws, to the workshop scheduled for April 9, 2005. Commissioner Curtis seconded the motion.** Commissioner Patton referred to the request of Ms. Bruketta to provide, in written form, the comments of the Deputy Attorney General to whom she spoke with regard to the 2/3 majority requirement. Discussion took place with regard to the same, and **Vice Chairperson DePauw amended her motion to defer the item until such time as Ms. Bruketta has provided written feedback from the Attorney General's Office, hopefully by the April 9th workshop.** Commissioner Patton noted that the request was not for a formal opinion from the Attorney General, but for a written opinion. In either event, the District Attorney's Office will attend to the request and the Attorney General's Office will process it. Commissioner Patton expressed the opinion that an informal written opinion will not be available by April 9th. He expressed support for agendizing action on item 3-D for the April 9th workshop if the written opinion is available by that time. Chairperson Keeton called for the second on the pending motion; **Commissioner Curtis continued her second. Motion carried 8-0.**

4. NON-ACTION ITEMS:

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT PROJECTS - Deferred.

STATUS REPORT ON UPDATE OF THE PARKS AND RECREATION ELEMENT TO THE MASTER PLAN - Deferred.

STATUS REPORT ON STATEWIDE BALLOT QUESTION #1 PROGRAM, GRANT APPLICATIONS, AND PROJECTS - Deferred.

STATUS REPORTS AND COMMENTS FROM STAFF - Deferred.

STATUS REPORTS AND COMMENTS FROM COMMISSIONERS (2-0940) - Chairperson Keeton advised Commissioner Patton that the Commissioners have not been "laughing at him" with regard to his interest in racquetball. He noted the importance of marshaling public support, and wished Commissioner Patton "all the luck in the world." He expressed the hope that racquetball enthusiasts will be present whenever discussion of the recreation center is agendized. Vice Chairperson DePauw advised of having attended the February 24th Shade Tree Council meeting to nominate a George Washington Ferris Award recipient which the Council subsequently accepted. The Arbor Day Celebration is scheduled for Friday, April 29th at 5:30 p.m.

FUTURE AGENDA ITEMS FROM COMMISSIONERS - Deferred.

FUTURE AGENDA ITEMS FROM STAFF - Deferred.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 1, 2005 Meeting

Page 13

5. ACTION ON ADJOURNMENT (2-0962) - Commissioner Livermore moved to adjourn the meeting at 9:36 p.m. Commissioner Herst seconded the motion. Motion carried 8-0.

The Minutes of the March 1, 2005 meeting of the Carson City Parks and Recreation Commission are so approved this 5th day of April, 2005.

THOMAS N. KEETON, Chair