

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

### **Minutes of the February 20, 2007 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, February 20, 2007 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Donna Curtis  
Vice Chairperson John Felesina  
Sam Bauman  
Tom Keeton  
Pete Livermore  
John McKenna  
Glenn Tierney  
Rich Wontorski

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Juan Guzman, Open Space / Property Manager  
Barbara Singer, Recreation Superintendent  
Vern Krahn, Park Planner  
Ann Bollinger, Open Space Assistant  
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 QUORUM (5:31:51)** - Chairperson Curtis called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Commissioner Jones was absent.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:32:47)** - None.

**1. ACTION ON APPROVAL OF MINUTES - January 2, 2007 and January 16, 2007 (5:32:56)** - Commissioner Livermore moved to approve the minutes, as presented. Vice Chairperson Felesina seconded the motion. Motion carried 8-0.

**2. MODIFICATIONS TO THE AGENDA (5:33:24)** - Mr. Moellendorf requested to defer items 3-A and 4-A to a future agenda.

**3. NON-ACTION ITEMS; DISCUSSION AND PRESENTATION ONLY**

**3-A. PRESENTATION OF THE PROPOSED CHILDREN'S SECRET GARDEN MURAL AT THE CARSON CITY LIBRARY (5:34:48)** - Chairperson Curtis requested to have this item re-agendized for the March 20<sup>th</sup> commission meeting. She advised that a garden is proposed to be added to the project.

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#### **3-B. UPDATE AND DISCUSSION REGARDING STATUS OF QUESTION #1 PROJECTS**

(5:36:50) - Chairperson Curtis introduced this item, and provided background information. Mr. Moellendorf provided an overview of the presentation format, and commended staff on their creative approach to identifying funding mechanisms for the projects. Mr. Guzman reviewed the staff report pertinent to Open Space Acquisition Projects, and pointed out the subject properties on a displayed Question #1 Opportunities Map. He acknowledged he is very hopeful over the possibility of acquiring the Anderson/Jarrard properties. He responded to questions regarding research conducted into title of Ormsby Boulevard as associated with the Potter Property project. He described the route of a trail across the property and, in response to a further question, explained the interest of the Open Space Advisory Committee. In response to a question regarding Project #6, Lower Ash Canyon Land Acquisition, he advised of an agreement with the Ormsby Sportsman's Association providing for the City to look into an alternative for permanent access. In response to a question regarding Project #10, Upper Ash Canyon Land Acquisition, he discussed a possible interest on the part of Nevada State Parks representatives to acquire the properties. Commissioner McKenna requested Mr. Guzman to keep the commissioners informed regarding any bill draft requests submitted by Nevada State Parks.

In response to a question, Mr. Guzman advised that Division of State Lands staff is "testing the waters" to determine whether the Question #1 grant cycle can be extended. In response to a further question, he anticipates no new projects. He discussed a new proposal to consider the Steidley property, which he pointed out on the displayed Question #1 Opportunities map. He provided background information on the property owner's negotiations with the U.S. Forest Service which eventually failed. The owner recently approached the Open Space Advisory Committee with a conservation transaction, which the committee approved considering. Mr. Guzman advised it is too early to determine whether the Steidley property will become a Question #1 project. He further advised that, depending upon how the Question #1 river allocation is used, other Question #1 funding may be used to purchase land. In response to a further question, he reviewed and described properties which have been identified as part of the federal lands bill process.

Mr. Moellendorf introduced Ms. Bollinger, and provided background information on her work with the Open Space Program. Ms. Bollinger reviewed the staff report pertinent to the Trail Projects in conjunction with information which was distributed to the commissioners and staff prior to the start of the meeting. She responded to questions and described the route of the Linear Park Trail. She and Mr. Krahn responded to questions regarding Question #1 funding available for trails. In response to a further question, Ms. Bollinger advised that application will be made to all the funding sources listed on the table distributed to the commissioners and staff. She acknowledged that Question #1 funding can be awarded even as staff intends to apply for additional grant funding. Mr. Krahn responded to questions regarding the trail route, as depicted on a displayed map. Mr. Guzman advised of a meeting between staff, various grant administrators, and members of Muscle Powered, during which each of the project sites was toured. In response to a comment, Mr. Krahn discussed match opportunities. Mr. Guzman responded to questions regarding connectivity acquisitions required for completion of the V&T Trail to Carson-Tahoe Regional Medical Center. He expressed the belief that access through State property may be resolved with an easement. Mr. Moellendorf discussed the opportunistic nature of the Question #1 projects.

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Chairperson Curtis thanked Anne Macquarrie for all her efforts with the Mexican Ditch Multi-Use Trail from Hidden Meadows to Silver Saddle Ranch project. (6:22:20) Ms. Macquarrie provided background information on Muscle Powered's involvement in the project. She described the trail route, and expressed the opinion it will be heavily used once it is completed. Commissioner McKenna provided additional information on the trail route, and agreed that funding should be applied to the project. He expressed support for first building "bridge 2; bridge 1 will last for awhile longer." He advised that the bridge is needed to complete connectivity.

Ms. Bollinger described the Aquatic Trail Plan's Recreation Improvements project in conjunction with maps which were included in the distributed materials and the project funding sources table. Commissioner Livermore commented on the benefits of the Aquatic Trail Plan. Mr. Krahn responded to questions regarding proposed connection, designated in the unified pathways master plan element, between the parking lot at Morgan Mill Road to Deer Run Road and eventually to the road leading to the canyon. The land is presently privately owned. In response to a question, Ms. Bollinger discussed grant funding opportunities for the project. In response to a question, Mr. Krahn reviewed surfaces proposed for the various trail projects. In response to a question, Mr. Moellendorf advised there would be no problem with parking a horse trailer in the aquatic trail parking lot. Chairperson Curtis expressed the hope that priorities and connectivity of the Mexican Ditch and the Linear Park trails would be considered in the event any of the projects have to be postponed due to lack of funding. She thanked Ms. Bollinger for her presentation.

Mr. Krahn reviewed that portion of the staff report pertinent to "Other Question #1 Projects." He responded to questions regarding the bids for the urban fishing pond, and advised that staff is considering various options. In response to a question, he advised the current cost for the pond project is estimated at \$918,000. Approximately \$125,000 has been spent to date. In response to a question, Mr. Krahn advised that Army Corps of Engineers funding for the streambank stabilization project will not be available.

Commissioner Livermore commended staff on the efforts invested in acquiring funding for Question #1 projects. Commissioner Wontorski suggested "asking for everything" and appropriating allocated funding accordingly. He expressed a preference to finish existing projects prior to starting new projects. In response to a question, Mr. Krahn reviewed fishing pond amenities which could be deferred. He discussed the need to maintain cost effectiveness in construction of the project. In response to a comment, he offered to review the fishing pond drawings with Commissioner Wontorski. Chairperson Curtis called for public comment and, when none was forthcoming, thanked staff for their presentation, their efforts and dedication.

**3-C. DISCUSSION REGARDING A DRAFT PRO-FORMA REGARDING THE PROPOSED INDOOR RECREATION, HEALTH, WELLNESS, AND EDUCATION FACILITY, TO BE LOCATED ON THE WESTERN NEVADA COMMUNITY COLLEGE CAMPUS AT THE TERMINUS OF WEST COLLEGE PARKWAY (7:00:31)** - Chairperson Curtis introduced this item. Mr. Moellendorf reviewed the staff report and the pro forma, included in the agenda materials as Exhibit A. He responded to questions regarding staff levels as related to the facility budget. He acknowledged that revenues itemized in the pro forma are offset by itemized expenditures. In response to a further question, he advised that existing program fees are calculated based on direct costs. Administrative salaries are not included in the calculations. Staff salaries directly related to programs are charged to the programs. Mr.

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Moellendorf acknowledged that the Aquatic Facility Operations Manager's salary is allocated from Question #18 and from the City's general fund. He acknowledged the potential that recreation facility revenues could reduce salary subsidies from Question #18 as well as from the general fund.

In response to a question, Mr. Moellendorf reviewed the Expenditure - Revenue Comparison portion of the pro forma, at page 10. He responded to additional corresponding questions. Commissioner McKenna requested staff to consider modifying the business plan to determine whether the figures can be brought closer to breaking even. Mr. Moellendorf reviewed the various iterations of the pro forma, and advised that the current version represents "a very conservative approach." He explained that the figures are based on attendance projections for a community of 57,000 to 59,000 people with a service area of approximately twice that number. He expressed the belief that the recreation center revenues will be better than those depicted in the business plan. Ms. Singer noted that the basis for the business plan is other, comparable communities. In response to a comment, Commissioner McKenna expressed concern over approving "something that's going to run at a substantial loss taking more City revenue, etc. out of a tight budget." Mr. Moellendorf advised of the intent to develop an accurate-as-possible business plan without unrealistically raising expectations in the process. Subsidized recreation centers are more common than those which are breaking even and covering costs.

Commissioner McKenna acknowledged the community's desire for an additional gymnasium, but reiterated concern over the "best guess" indicating that "we're going lose money." Commissioner Livermore advised that business plans were obtained from each of the recreation facilities visited during the 2004 Denver trip. He expressed confidence that these plans had been well analyzed by Parks and Recreation Department staff and the consultant, and support for a conservative approach to the business plan. Mr. Moellendorf advised that if a subsidy is necessary, the Board of Supervisors will ultimately have to make a decision regarding the subsidy amount and whether the recreation facility is worth subsidizing. Commissioner McKenna reiterated the request to modify the business plan to bring the figures closer to breaking even. Mr. Moellendorf discussed the balancing act between increasing fees and charges to offset costs without resulting in a decrease in participation. He responded to questions regarding subsidizations for current recreation programs and for the aquatic facility. Commissioner Livermore discussed the value of parks and recreation to the community's quality of life, and expressed a preference for spending funding on parks and recreation facilities rather than juvenile detention facilities and drug programs. Ms. Singer discussed the need for indoor recreation space. Mr. Moellendorf discussed the recreation facility as a preventive maintenance tool. He advised that every City service, outside of the enterprise funds, is subsidized by the general fund. In response to an earlier comment, he advised that successful recreation facilities are constantly evolving.

Commissioner McKenna advised of no problem with the business plan if it represents nearly the worst case scenario. Mr. Moellendorf provided an overview of the three business plan iterations, and advised that the subject business plan represented the worst case scenario. Commissioner Bauman suggested that, in expressing support for the facility, the citizens of the community never indicated "they wanted it for free.

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By saying they wanted it, they were willing to accept a certain amount of cost.” He further suggested that the recreation facility losing money “isn’t that terribly important.” Chairperson Curtis called for public comment and, when none was forthcoming, thanked staff for their presentation.

### **4. ACTION ITEMS:**

**4-A. ACTION TO APPROVE AND RECOMMEND TO THE BOARD OF SUPERVISORS THE “INTERLOCAL AGREEMENT FOR THE CONSTRUCTION AND OPERATION OF A MULTI-PURPOSE INDOOR RECREATION, HEALTH, WELLNESS, AND EDUCATION FACILITY,” TO BE LOCATED ON THE WESTERN NEVADA COMMUNITY COLLEGE CAMPUS AT THE TERMINUS OF WEST COLLEGE PARKWAY** (5:35:49) - Mr. Moellendorf acknowledged the agreement would not be presented to the Board of Supervisors until such time as funding has been allocated by the legislature. This item is not time sensitive at this point.

**5. STAFF UPDATES** (7:36:10) - Mr. Moellendorf provided background information on the revised agenda format, and reviewed the same. He described the self-paced Iron Man Program developed by Recreation Division staff. He discussed recent vandalism at the Cemetery, and advised that staff is in the process of researching descendants and determining which of the headstones can be repaired. Many of the vandalized headstones were very old.

**6. COMMISSIONERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION** (7:40:21) - Commissioner Livermore discussed the need to identify a different advertising venue for Community Center events than the banner across Carson Street. Anchoring the banner has become a problem and the City’s Risk Manager has prohibited further use. Commissioner McKenna thanked Parks and Recreation Department staff for their efforts in “putting on the best face of Carson City” to host the Democratic Party presidential debates at the Community Center. The commissioners acknowledged having no problem obtaining their agenda packets, and a brief discussion followed. Chairperson Curtis requested Mr. Moellendorf to request his administrative staff to e-mail the commissioners once the agenda packets are available to be picked up at the Aquatic Facility.

**7. FUTURE AGENDA ITEMS** (7:43:13) - Chairperson Curtis reviewed the tentative agenda for the March 6<sup>th</sup> meeting, and suggested the items may be deferred to the March 20<sup>th</sup> meeting. In response to a comment, Commissioner McKenna provided background information on the request to agendize discussion regarding security measures.

**8. ACTION ON ADJOURNMENT** (7:44:38) - Commissioner Livermore moved to adjourn the meeting at 7:44 p.m. Commissioner Wontorski seconded the motion. Motion carried 8-0.

The Minutes of the February 20, 2007 Carson City Parks and Recreation Commission meeting are so approved this 20<sup>th</sup> day of March, 2007.

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DONNA J. CURTIS, Chair