

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 18, 2003 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, March 18, 2003 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson Tom Keeton
Donna Curtis
Donna DePauw
Charlene Herst
Michael Hoffman
John McKenna

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks and Recreation Operations Director
Vern Krahm, Parks Planner
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 and inspection during regular business hours.

CALL TO ORDER AND ROLL CALL (1-0008) - Vice Chairperson Keeton called the meeting to order at 5:32 p.m. Roll was called; a quorum was present. Commissioners Dunn and Livermore were absent. Vice Chairperson Keeton advised that Chairperson Wilke would arrive late. He welcomed the new Commissioners, Donna Curtis, Charlene Herst, and Michael Hoffman. Mr. Kastens advised the new Commissioners that the meetings are televised, and explained the necessity for, and function of, the microphones.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0054) - None.

1. ACTION ON APPROVAL OF MINUTES - March 4, 2003 (1-0068) - Commissioner DePauw moved to approve the minutes, as submitted. Commissioner Hoffman seconded the motion. Motion carried 6-0.

2. CHANGES TO THE AGENDA (1-0083) - None.

3. AGENDA ITEMS:

3-A. DISCUSSION AND ACTION REGARDING IDENTIFYING AND PRIORITIZING FUTURE LAND ACQUISITIONS AND/OR CONSTRUCTION PROJECTS FOR THE PURPOSE OF SEEKING STATE BALLOT QUESTION #1 FUNDING (1-0087) - Mr. Kastens provided background information on Question #1, for the benefit of the new Commissioners, and reviewed the staff report. In response to a question, he reviewed the Question #1 funding allocations and advised that the Nevada Division of State Lands is developing rules for administration of the grant funds provided by the Act. Discussion took place regarding how the "river corridor" will be defined and reasons for flooding in Carson City. Mr. Kastens advised that the new Commissioners will be provided copies of Question #1.

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Mr. Krahn advised of the meetings of the volunteer working group on March 4th and March 11th. He provided background information on development of the draft list and subsequent revisions. He reviewed the draft list, a copy of which was included in the agenda materials. In response to a question, Mr. Krahn advised that the proposed Mountain Street Trailhead Multi-use path would be asphalt. In response to a further question, Mr. Krahn advised that the preference expressed by the working group and City staff for the proposed community park would be in the north part of town. Commissioner McKenna suggested considering the area east of the high school and south of the Mormon Church as it would be a natural extension of Mills Park and would maximize the parking investment and access. Vice Chairperson Keeton advised that the northeastern part of town was considered because of access limitations which will be imposed once the freeway bypass is completed. In response to a question, Mr. Krahn advised that a pedestrian bridge has been proposed to connect the Empire Ranch Trail with the Ambrose-Carson River Natural Area. The proposed bridge is included in the Community Bicycle and Trails Plan, the Carson River Master Plan, and the Bureau of Land Management's Silver Saddle Ranch/Ambrose-Carson River Natural Area Interdisciplinary Plan. Mr. Krahn acknowledged that the pedestrian bridge could be added to the multi-use trail proposal. In response to a question, Mr. Kastens pointed out the private ranch referenced in the draft list and discussed the access easement which would be needed. At the request of Vice Chairperson Keeton, Mr. Krahn explained the difference between a conservation easement and fee purchase. Mr. Kastens pointed out the route of the linear park path on a displayed aerial photograph. He acknowledged that the northern portion of the Mexican Ditch Trail is not yet constructed. He pointed out the route of the completed portion of the Mexican Ditch Trail and that which has yet to be constructed, and discussed drainage issues associated with extension of the trail. Discussion took place regarding the proposal to acquire the Clear Creek Youth Camp. Mr. Krahn described the location of and recent improvements to Carson River Park, including a handicap fishing pier, a parking lot, and stream bank restoration. He advised of the number one priority of the Carson River Advisory Committee to implement the next phase of improvements. He discussed the Question #1 funding available for facility improvements at the Carson River. Commissioner McKenna advised that the Carson River Park proposal would provide more access to the Silver Saddle Ranch trails and the Prison Hill Recreation Area trails.

Mr. Krahn reviewed the other projects considered by the working group and included in the draft project list. Vice Chairperson Keeton advised that some of the projects will require 25-50% matching funds, and some may have opportunities for partnerships. Mr. Kastens responded to questions regarding the eight priorities listed in conjunction with the approximate nine-year life of the Act. He advised that the list will most likely be reviewed on an annual basis and revised accordingly. Commissioner McKenna suggested that staff pursue as much funding as possible for the listed projects. In response to a comment, Mr. Krahn advised that the Carson River Advisory Committee prioritized the list but designated it as a working draft. He indicated that the goal is to develop a citywide matrix, blending Open Space, Parks and Recreation, and Carson River priorities. Eventually the priorities will be presented to the Board of Supervisors for their input and approval. Mr. Kastens advised that Commissioner McKenna's suggestion would make it easier to develop a list common to all three advisory committees. Vice Chairperson Keeton noted that the projects will be submitted individually to the Division of State Lands. Commissioner McKenna suggested that the priorities are a good indication of the Commission's value for the projects, as long as the prioritization is "not cast in stone."

In response to a question, Mr. Krahn advised that the Parks and Recreation Master Plan element is over ten years old and will be revised over the next year. He acknowledged that the priorities listed are consistent with a number of more recent City plans, including the Bicycle System Plan, the Carson River Master Plan

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element, and the Eagle Valley Trails Plan. In response to a further question regarding public input on the priorities, Mr. Kastens advised that this meeting was publicly noticed. In addition, he anticipates media publicity from this meeting which will most likely generate public interest. He advised of the possibility of scheduling a joint meeting between the Open Space Advisory Committee, the Carson River Advisory Committee, and the Commission. Mr. Krahn advised that the Division of State Lands extensively advertised their public meetings to develop grant funding regulations. In addition, the Carson River Advisory Committee has held a number of public meetings regarding their long range plans and proposed Question #1 projects. **Commissioner McKenna moved to approve the future land acquisitions and construction projects list for State Ballot Question #1 funding, as submitted with changes discussed, including the bridge across the Carson River. Commissioner Curtis seconded the motion.** Following discussion on the motion, Vice Chairperson Keeton called for a vote. **Motion carried 6-0.**

3-B. REVIEW OF THE OPEN MEETING LAW AS IT PERTAINS TO THE PARKS AND RECREATION COMMISSION (1-2575) - Mr. Kastens advised that Chief Deputy District Attorney Mark Forsberg was unable to attend the meeting, but expressed a willingness to attend the next Commission meeting. Commissioner Herst requested a copy of the latest version of the Nevada Open Meeting Law Handbook.

3-C. REVIEW AND ACTION ON THE COMMISSION BYLAWS (1-2685) - Commissioner DePauw provided background information on this item. Mr. Kastens provided an overview of the bylaws, a copy of which was included in the agenda materials. Vice Chairperson Keeton entertained comments from the Commissioners; however, none were provided. No formal action was taken.

4. NON ACTION ITEMS:

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-2963) - Mr. Kastens advised that the only ongoing project is the Fuji Park/Fairgrounds improvements. A construction meeting was held earlier in the day, and Mr. Kastens reported that "things are starting to wind down." The parking lot was paved prior to the Kiwanis Club Crab Feed last weekend. He invited the Commissioners to stop by the park and look at the improvements from outside the construction barriers. In response to a question, Mr. Kastens advised that the improvements should be completed within the next three weeks, with the exception of a pre-constructed restroom facility that will not be available until some time in April. In response to a further question, Mr. Kastens advised that a ceremony will be scheduled to celebrate the re-opening of the park.

STATUS REPORTS AND COMMENTS FROM COMMISSION MEMBERS (1-3087) - Commissioner Curtis advised that she will be absent from the April 1st and May 20th meetings. Commissioner McKenna disclosed that he is a Tahoe Rim Trail Board Member and expressed an interest in connecting Carson City trails to the Tahoe Rim Trail. He further advised that he represents the School District and may take a different point of view from time to time. Commissioner Herst advised that she will be absent from the May and June Commission meetings. (1-3720) In response to a comment, Mr. Kastens advised that he is working with Eric Robie, of Out of Bounds, to apply for a grant from the Tony Hawke Foundation for the new skateboard park. He assured the Commission that no City funds will be allocated toward the project at this point.

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STATUS REPORTS AND COMMENTS FROM STAFF (1-3209) - Mr. Kastens referred to the March 13, 2003 memo, included in the agenda materials, which addressed the format of the Commission agendas. He provided an overview of the memo and the comments provided by Chief Deputy District Attorney Mark Forsberg with regard to the same. Mr. Fahrenbruch advised of a meeting with Carson City Utilities staff earlier in the day, who informed him that a test well will be drilled at the southeast corner of the Riverview Park parking lot. Mr. Fahrenbruch discussed sound buffers which will be used, the purpose for the test well, and other test wells which have been drilled around the City. He advised that the Commission will be notified if data indicates the test well is worthy of being designated as a production well. At Mr. Fahrenbruch's direction, Utilities Department staff will go door-to-door to notify the neighbors of the project and leave a contact number in case there are problems with the contractor. Mr. Fahrenbruch and Mr. Kastens responded to questions regarding the proximity of the test well to the Riverview Park restrooms. In response to a further question, Mr. Fahrenbruch advised that the project will begin in approximately three weeks. Another project is scheduled for the wetlands area, and Mr. Fahrenbruch described the location of two other production wells at Riverview Park.

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-3645) - Mr. Kastens advised that the April 1st Commission meeting will be canceled due to the Board of Supervisors beginning major review of the City budgets during that week.

INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (2-0017) - None.

ACTION ON ADJOURNMENT (2-0022) - Commissioner Hoffman moved to adjourn the meeting at 6:59 p.m. Commissioner DePauw seconded the motion. Motion carried 6-0.

The Minutes of the March 18, 2003 meeting of the Carson City Parks and Recreation Commission are so approved this 15th day of April, 2003.

STACIE WILKE, Chair