

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 20, 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, May 20, 2003 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Stacie Wilke
Vice Chairperson Tom Keeton
Donna Curtis
Donna DePauw
Michael Hoffman
Pete Livermore
John McKenna

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Vern Krahn, 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) - Chairperson Wilke called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Commissioners Dunn and Herst were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0013) - None.

1. ACTION ON APPROVAL OF MINUTES - May 6, 2003 (1-0024) - Commissioner DePauw moved to accept the minutes. Commissioner McKenna seconded the motion. Motion carried 7-0.

2. CHANGES TO THE AGENDA (1-0030) - None.

3. AGENDA ITEMS:

3-A. ACTION ON CONCEPTUAL APPROVAL OF THE MEMORANDUM OF UNDERSTANDING FOR THE CAPITAL TO CAPITAL TRAIL (1-0031) - Mr. Krahn reviewed the staff report and introduced Albert Ritchie, Deputy Director of the Placer County Department of Facility Services, and John Ramirez, Administrator of the Placer County Parks and Grounds Division. Mr. Krahn provided background information on development of the trail project and reviewed the materials included in the agenda packets. He noted that the purpose of the agenda item was for conceptual approval of the Memorandum of Understanding ("MOU"). He referred to the last paragraph of the staff report and noted that staff will return to the Commission to provide additional details on the trail's final route, associated trail facilities, related design and construction costs, and required matching funds, if any. He explained the intent to determine the support of the Commission and the Board of Supervisors prior to investing any additional staff time in the project.

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Mr. Ritchie provided historic information on the Capital to Capital Trail concept. He advised that the project is in the conceptual stage, and that a firm route has yet to be determined. He reviewed a proposed route for the trail, as follows: "somewhere along the north fork of the American River through Placer County, up to the Lake Tahoe area and down Kings Canyon Road to Carson City." He advised that there is no intent to modify uses for existing trails and restricted areas. New trail construction in Placer County will be designated for multiple use, i.e., mountain bikes, hiking, equestrian, and other non-motorized uses. Mr. Ramirez narrated a PowerPoint presentation on the Capital to Capital Regional Trail, which included a conceptual map of the trail corridor, the proposed three phases of trail construction, funding opportunities, project goals and objectives, accomplishments to date, an overview of the trails plan, and challenges. An overview of the presentation was included in the agenda materials.

Commissioner Curtis expressed support for the project. In response to a question, Mr. Kastens advised that the recently passed Question #1 would be a potential funding source, as well as Carson City's Quality of Life trails fund. He further advised that the link from Carson City's capital dome to the Tahoe Rim Trail (old Kings Canyon Highway to Spooner Summit) is nearly complete. If the path were to take the Tahoe Rim Trail from Squaw Valley to Spooner Summit, Carson City would incur a fairly minimal expense. Kings Canyon Road is already vehicle accessible; other existing roadways and paths could be used in conjunction with the Tahoe Rim Trail or the old Kings Canyon Highway. Mr. Kastens advised he does not anticipate a large expenditure of funds to create Nevada's portion of the trail.

Commissioner Livermore advised of concerns that Kings Canyon Road would be closed to motorized vehicles. He suggested including in the MOU that Kings Canyon Road is never closed to motorized traffic. Mr. Kastens referred to Mr. Ramirez's presentation which noted that the MOU is conceptual and that local jurisdictions will be responsible for determining access restrictions, if any. He didn't foresee any imposition of access restrictions on Kings Canyon Road. Commissioner Livermore suggested including documentation on the contractual arrangements prior to presenting the project to the Board of Supervisors. Mr. Kastens explained the purpose for presenting the project to the Commission and to the Board of Supervisors, in concept, prior to investing any further staff time. Commissioner Livermore reiterated the suggestion that the MOU specifically include language regarding Kings Canyon Road remaining accessible to motorized vehicles. Mr. Kastens suggested that the Commission include in any action taken that current use designations of existing roadways within Carson City which would be utilized for the trail would not change.

Commissioner McKenna advised that the Capital to Capital Trail already exists and has since the Civil War. In fact, a portion of it was used in construction of the Tahoe Rim Trail above Incline Village. Commissioner McKenna suggested that local volunteers should be organized by Parks and Rec, perhaps under a non-profit entity, to build and maintain the trail. He noted the precedent established by the Tahoe Rim Trail non-profit association which is cited as a national and international example of cooperation among governments. Commissioner McKenna further suggested that the non-profit organization should be responsible for operations and maintenance and fund raising. He agreed that Carson City funds should be contributed but expressed the opinion that the funding should be allocated through the non-profit organization. He suggested considering the example of the Tahoe Rim Trail and trying to duplicate the

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process. Commissioner McKenna further suggested discussing only whether it is a good idea to connect the Tahoe Rim Trail with Carson City. He expressed the opinion that Ash Canyon would be a better choice than Kings Canyon because almost the entire west side of Lake Tahoe is Pacific Crest Trail which excludes mountain bikes. Commissioner McKenna suggested the following alternate route: Up behind Incline, down through Mount Rose, down through Tahoe Meadows to Marlette, and down Ash Canyon into Carson City. He suggested that the concept is to determine whether Carson City should build a wilderness trail for people to walk on, and he expressed support for this concept.

In response to a question, Mr. Ramirez advised that Tahoe Rim Trail Association (“TRTA”) representatives had no objections to the concept, but wanted to review the MOU prior to taking action to support it. The TRTA did appoint a representative to serve as the contact person for Placer County. Mr. Ramirez reiterated that a conceptual approval was being sought from the Commission. Recent comments received from the U.S. Forest Service will warrant at least one amendment to the MOU. Mr. Ramirez advised that the MOU was intended to be “a small document that is very conceptual.” He noted that any financial contribution or arrangement would be detailed in a separate agreement. He reiterated that the TRTA did not express any concerns and he believes they were supportive of the concept. Commissioner Hoffman agreed there will be challenges associated with the Pacific Crest Trail and the Tahoe Rim Trail. In response to a comment, Commissioner McKenna advised that the agreement to have odd/even mountain bike/equestrian use days was reached between the two groups as to use of the northern portion of the Tahoe Rim Trail from Hobart to the Tahoe Meadows. Vice Chairperson Keeton expressed support for the concept and agreed that use details will have to be worked out. He reserved the right to disagree when construction and operation/maintenance costs are known.

Mr. Ramirez advised that the revision requested by the U.S. Forest Service will be made and, at that point, the MOU will be ready for signature. He requested the Commission’s conceptual approval at this meeting and advised that the MOU will then be forwarded to the Board of Supervisors. He emphasized that the MOU has no tie to any fiscal obligation for construction or maintenance. He reiterated that financial arrangements would be addressed in a separate agreement. In response to a question, Mr. Ramirez advised that “conceptual approval” means support for the concept of proceeding with the Capital to Capital Regional Trail. If, at any time, an agency chooses to no longer be a part of the project, the signatures can be retracted. In response to a further question, Mr. Ramirez advised that conceptual approval includes the City making staff time available to assist in the planning process. In response to a question, Mr. Kastens advised that staff time contributed to this project is valid and part of the City’s bicycle and trails plans. He indicated the impossibility of designating an established amount of time, but advised that staff will fit it in “as best we can.” If the project becomes too burdensome and the community indicates it is not a high priority, staff can back out of it.

In response to a question, Commissioner McKenna reiterated his support for the concept and for Parks and Rec being part of the group that decides on the Nevada side of the Capital to Capital Trail. Once the project “becomes more real,” Commissioner McKenna reiterated the suggestion that Parks and Rec should help form a non-profit citizens group, similar to the TRTA, which would raise its own funds and do its own work under supervision of Nevada State Parks, U.S. Forest Service, county governments, etc. Carson City should control whatever trail is built, but the actual work should be done by a non-profit group.

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Commissioner Livermore reiterated that the trail should not exclude motorized vehicles or any other user. He expressed the hope that the citizens group would include representatives from all user groups. Commissioner Curtis referred to the MOU and noted that it allows for options in the Carson City connection. Mr. Krahm noted that this was the reason for not including a great deal of specificity in the language of the MOU; there are many issues to be considered throughout the process.

In response to a question, Mr. Kastens advised that the City's bicycle plan designates Kings Canyon Road as a shared roadway. Ash Canyon has no designation other than as an access point. Mr. Kastens advised that Kings Canyon Road is designated all the way to Spooner Summit on the bicycle/trails map. He acknowledged the plan to extend Kings Canyon Road to the Tahoe Rim Trail. He further acknowledged that the Capital to Capital Regional Trail proposal fits into the City's existing bicycle/trails plans.

(1-0771) Ann Macquarie expressed support for the proposal and noted the opportunity to have the terminus of a world class active, recreational resource "right here in our capital city." She agreed with Mr. Kastens' earlier comments that the costs to Carson City would be minimal because "most of it is built already whether you go up Ash Canyon, Hobart, Kings Canyon; they all connect." She didn't see an issue with Kings Canyon being a shared roadway because she's ridden her bicycle and walked there and has never encountered a motorized vehicle. She advised that there isn't enough use on the road right now to create a conflict situation.

Commissioner McKenna moved to approve the Memorandum of Understanding concerning the Capital to Capital Trail. Commissioner Curtis seconded the motion. In response to a question, Commissioner McKenna explained the intent of his motion to establish a cooperative working relationship between the entities listed in the first paragraph of the MOU. Commissioner Livermore inquired as to whether the MOU is applicable to Nevada law. He expressed support for the concept under the terms and conditions discussed during this meeting. He indicated uncertainty that the MOU has been "redefined to meet Carson City or Nevada State law." At the request of Vice Chairperson Keeton, Ms. King read back the motion. Commissioner Curtis suggested that the MOU, in terms of the discussion which took place at this meeting, is conceptual. She noted that there are no hard and fast conditions included in the MOU; it basically indicates that Carson City will cooperate and participate. Commissioner McKenna agreed. In response to a question, Mr. Kastens advised that the District Attorney's staff thoroughly reviewed the MOU and approved it. He reviewed the parties listed on the first page of the MOU, and noted that all appropriate entities had been included. In response to a question, Mr. Ramirez advised that he has spoken with representatives of the federal agencies to be involved; however, no presentation has yet been made to them. Mr. Kastens acknowledged that there is no location designated in the MOU; there are four possible routes from the Tahoe Rim Trail: Kings Canyon, Lakeview, Ash Canyon, and Clear Creek. Commissioner Hoffman expressed support for the MOU, but requested Commissioner McKenna to amend his motion to approve the MOU in concept. **Commissioner McKenna amended his motion to approve in concept the Memorandum of Understanding. Commissioner Curtis continued her second. Motion carried 7-0.** Chairperson Wilke thanked Mr. Richie and Mr. Ramirez for their presentation. She recessed the meeting at 6:26 p.m. and reconvened at 6:31 p.m.

3-B. ACTION TO APPROVE A REVISED CARSON CITY FAIRGROUND/FUJI PARK

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CONCEPTUAL MASTER PLAN (1-0923) - Mr. Kastens reviewed the staff report and revisions to the original Fairgrounds plan which was displayed. He advised that the City allowed a reprieve for development of the park but will not allow any further reprieve for any future development at the Fairgrounds/Fuji Park. He discussed development of the required half street improvements from the Douglas County line, along Warehouse Way to Clear Creek Road, down Clear Creek Road to the property to the east. These improvements include curb, gutter, sidewalk, utilities, etc. In addition, flows from the property must be accommodated and storm drainage facilities constructed. Mr. Krahn pointed out detention/retention facilities recently constructed at Fuji Park. Mr. Kastens explained that the majority of flows drain to the north and northeast of the property. He described the characteristics of a retention facility proposed for the north end of the arena which has been designed to accommodate storm water flows and the equestrian users. From the retention facility, the flows will be routed along the east side of the arena to water quality basins which will separate out sediment and other pollutants prior to the water being routed to Clear Creek. Any existing or future development on the south side of Clear Creek will have to accommodate storm water flows as well. A series of detention and water quality facilities are proposed for this area.

Mr. Kastens reviewed priorities indicated by the Users Coalition, including a large covered area which is being proposed to the south of the existing restroom facility. He discussed reasons for designating the location of the structure and compared it to the cutting arena at the Reno Livestock Events Center. He described the characteristics of the structure and advised that it will be constructed to accommodate emergency vehicle access to the back of the arena. The structure will also be available as a temporary barn facility, and Mr. Kastens advised that it will accommodate an additional 84 portable horse stalls for a total of approximately 160.

Mr. Kastens provided background information on the collaboration with C.K. Baily, over the last six years, to designate a location for an urban fishery in Carson City. He discussed the possibility of locating the urban fishery at Fuji Park, and advised that the City Utilities Department owns 6% of the water rights on Clear Creek. There are no current or future plans for use of the water rights, and the urban fishery would serve a dual purpose as a detention basin during floods. Mr. Kastens discussed possible uses for the existing barn, necessary topography work to meet all requirements associated with the flood plain and flood way, plans for the announcer's building on the east side of the arena, plans for an event office near the northeast gate, and plans for the caretaker's residence. He discussed the possibility of utilizing the Utility Department's water rights on Clear Creek to irrigate Fuji Park. He responded to questions regarding the improvement phases, referred to the Improvement Phasing Plan (Exhibit B), and provided an overview of the same.

(1-1241) Jack Anderson, President of the Fuji Park Users Coalition, advised that all Fairgrounds users were included in development of the latest version of the conceptual plan. He stated that "everybody is happy with the priorities; everybody is happy with the conceptual plan." He advised that additional funding will be sought as soon as a determination is made regarding how far the existing funding will go. He thanked everyone involved in the process and commented that the "park is beautiful." He advised that the improvement phase which includes the west side can be deferred until "everything else is done on the Fairgrounds portion." In response to a question, Mr. Anderson pointed out the parking areas designated

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for spectators. In response to a further question, Mr. Kastens advised that the only event which consistently draws a crowd of 400-500 is the high school rodeo. He noted that all the user groups have agreed to be more involved in directing traffic to designated parking areas. He responded to questions regarding the proposal to provide access from Highway 395, and acknowledged that staff is not aggressively pursuing

it. He advised that an emergency exit may be substituted for the Highway 395 access. He and Mr. Anderson responded to additional questions regarding RV parking.

Commissioner Curtis suggested that a readerboard would be advantageous to promote events at the park and Fairgrounds. Mr. Kastens discussed ways to acquire a readerboard without having to use improvement funding to purchase it. In response to a question, he explained the function of the detention/retention and water quality basins. In response to a further question, he advised that the goal was to have all the plans ready to begin construction November 1st; however, Army Corps of Engineers requirements may cause a delay.

(1-1471) Mr. Anderson advised that the Coalition's main concern was the announcer's booth; "the rest of it we can live with until everything gets settled and then we start the process." Commissioner Hoffman thanked Mr. Anderson and the Users Coalition for all their hard work.

(1-1504) C.K. Baily, President of the Carson Fly Fishing Club ("CFFC"), commented that traveling north on Highway 395, looking toward the west at Fuji Park, and seeing "a one-acre blue jewel of water" is probably the best advertising the park can get. He provided historic information on the CFFC and its mission to create a trout and/or bass pond(s) for the purpose of public recreation in Carson City. He commended Mr. Kastens and Mr. Krahn on their contributions to quality of life and recreation in Carson City. He discussed the Wildlife Commission's endorsement, on May 8, 2003, of a \$250,000 allocation of NDOW's portion of Question #1 funding to the urban fishery. He pointed out the proposed location of the urban fishery on the displayed Fuji Park conceptual plan, and requested the Commission's endorsement.

Mr. Kastens advised that the City has received a commitment from the CFFC to assist with development, maintenance, and operation of the urban fishery, and with hosting events in the future. In addition, the CFFC plans to use the urban fishery as part of its education program which has been established in the Carson City School District. Mr. Baily and Mr. Kastens responded to questions regarding the Question #1 funding allocation. In response to a further question, Mr. Kastens advised that NDOW's funding allocation has no match requirement; however, NDOW representatives have indicated a preference that Carson City contribute match funding in the form of in-kind services. In response to a further question, Mr. Baily advised that the estimated cost of the fishery is \$250,000. Chairperson Wilke thanked Mr. Baily for his commitment to the urban fishery. Mr. Baily responded to questions regarding the method by which water will be drawn into and circulated through the pond. Mr. Kastens clarified that the fishery will have water diverted from Clear Creek to the pond, through the pond, out of the pond and into an existing, adjacent irrigation ditch. In response to a question, Mr. Baily estimated that 200 people could utilize the pond at one time. Mr. Baily and Mr. Kastens responded to additional questions regarding stocking the pond, the Ross Gold Pond urban fishery, the constant flow of water planned for the Fuji Park urban fishery, and the

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depth of the pond.

(1-1818) Gil Yanuck, of the Carson City Advisory Board to Manage Wildlife, provided background information on the CCABMW's involvement in development of the urban fishery. He read a letter into the record from Norm Pedersen, Chairman of the CCABMW, a copy of which was provided to the recording secretary. Commissioner Livermore expressed appreciation for the CCABMW's support of the urban fishery.

(1-1875) Steve Walker, Vice Chair of the CCABMW, commented that many people have invested a great deal of time to ensure that the general public is in favor of the fishing pond. He commended Mr. Baily and Mr. Kastens on the time they have invested in this project, pointed out the benefit of the Question #1 allocation, and commented on the benefit of the project to Carson City.

Chairperson Wilke thanked the gentlemen for their comments and called for additional public comment. When none was forthcoming, she called for a motion. **Vice Chairperson Keeton moved to approve the revised Carson City Fairground/Fuji Park Conceptual Master Plan, as presented, dated May 8, 2003 and as adopted by the Fuji Park Users Coalition. Commissioner DePauw seconded the motion. Motion carried 7-0.**

3-C. ACTION ON FEES CHARGED FOR NON-RESIDENT USE OF FACILITIES AND PARTICIPATION IN PROGRAMS (1-1943) - Mr. Kastens reviewed the staff report. In response to a question, he advised that City facilities are not presently used to capacity. Little League, soccer, Pop Warner, and other youth sports groups have pulled their boundaries back to Carson City because of overcrowding. The only area impacted with non-resident sports is the adult softball complex, but it is not presently operated at or over capacity at this time. Mr. Kastens acknowledged that Carson City facilities are better than in other counties, and expressed the opinion that non-residents use Carson City facilities mostly for convenience. He advised that Lyon County recently opened its first Babe Ruth baseball field, and the Indian Hills Improvement District has made recent additions to their facilities. Commissioner McKenna suggested raising non resident fees by 50%, and advised that, in his experience, the non-resident usually pays at least half again as much as the resident. Mr. Kastens distributed a list of resident/non-resident fees compiled by Recreation Superintendent Barbara Singer and reviewed the same.

Discussion took place regarding the actual amount of revenue generated by a 20% increase and a 50% increase, and the City's financial status. Commissioner Livermore discussed the importance of considering operational costs. Vice Chairperson Keeton referred to Question #18 which represents the willingness of Carson City's residents to tax themselves, and expressed the opinion that non-residents should pay much more than 20%. Commissioner Curtis agreed with an earlier comment that non-resident events should be charged more but not non-residents participating in children's programs.

(1-2290) John Wagner, President of the Burke Consortium of Carson City, expressed the opinion that parks and recreation should be primarily for Carson City residents and that non-resident events should be charged more than resident events.

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Commissioner McKenna suggested that a line has to be drawn someplace and that it should be drawn around Carson City. He indicated no problem with raising all fees by a certain percentage, and suggested that non-resident children may be able to obtain the same services in their home counties. He reiterated the opinion that the increase should be by 50%. He pointed out that the increase will not have much of an impact on the City's budget or financial status. Commissioner DePauw expressed a concern over raising fees by 50% all at once. She suggested easing into the increase, although she agreed that 50% is fair. Commissioner Hoffman agreed and, in response to a question, Mr. Kastens advised that the Summer Kamp program would not be affected by the possible loss of 22 non-resident participants. Commissioner Livermore discussed potential budget cuts anticipated for next year, and expressed the opinion that even a slight increase will be "in the right direction." He challenged staff to continue working on recommendations to adjust park fees.

(1-2452) David Morgan expressed the opinion that "the [State's] tax structure is dysfunctional." He suggested that the City will be providing services for a marginal increase in cost to outside residents. He commented that there is no incentive on the part of the Douglas County or Lyon County Commissioners to provide services in their own counties. Carson City, "by keeping our rates low, make[s] it easy for them to stay in denial and not serve their own people." He discussed the sales tax revenues leaving Carson City due to development in the northern portion of Douglas County. He suggested providing incentive to the neighboring counties to begin providing their own services.

Discussion took place regarding whether to take action or to allow staff to study the matter further. Commissioner Curtis suggested slowly increasing the fees and requesting staff to provide an overview of all fees in order to consider an increase that would "generate some real revenue." Vice Chairperson Keeton pointed out that there has been no consideration to increase resident fees. He expressed the opinion that non-residents should pay a much higher fee. Commissioner Livermore suggested taking action on the non-resident fees, and requesting staff to review other park fees and return to the Commission as soon as appropriate. Commissioner DePauw discussed an editorial she authored in 1994, and expressed the opinion that there is no reason to "jump the gun" and put children and programs at risk. She agreed with Commissioner McKenna that the revenue generated by the increase in fees will be nominal. Discussion took place regarding LatchKey scholarships. Chairperson Wilke called for additional comments from the Commissioners and from the public. When none were forthcoming, she closed public comment.

Commissioner McKenna moved that the Parks and Recreation Commission recommend to the Board of Supervisors that the fee charged for nonresidents for use of facilities and participation in programs be increased to 150% of the amount charged residents. Vice Chairperson Keeton seconded the motion. Commissioner McKenna clarified that 150% of what is charged residents would be a 50% increase. Chairperson Wilke expressed a concern regarding an "across-the-board" increase because there has been no indication of what across-the-board would be. She agreed with requesting staff to review park fees and to bring the item back at a future meeting. She called for a vote on the pending motion; **motion failed 3-4.**

Commissioner DePauw recommended that staff return to the Commission with an adjustment of fees, as per the discussion this evening, for review at a future meeting. Mr. Kastens referred to the policy which

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indicates that fees cover 25% of direct costs for park rentals and discussion took place with regard to the same. (1-3537) In response to a question, Mr. Kastens advised that all park fees will be reviewed. He explained that costs for rentals and special events are in the process of being determined. He acknowledged that the Commission will have the option to make amendments to the resolution at the time the matter is re-agendized.

3-D. ACTION ON QUESTION #1 CONSERVATION AND RESOURCE PROTECTION GRANT PROGRAM ADMINISTRATIVE REGULATIONS (1-2845) - Mr. Krahn reviewed the staff report and requested comments from the Commissioners on the draft regulations. He and Mr. Kastens responded to questions, and discussion took place regarding, “dispersed recreational opportunities,” and the intent of Question #1. In response to a further question, Mr. Kastens advised that the final regulations will include a designation regarding OHVs on recreational trails. Vice Chairperson Keeton expressed the opinion that OHVs should be included in the regulations and the Commissioners concurred. In response to a comment, Mr. Kastens reiterated the intent of Question #1 for preservation and passive recreational opportunities. He advised that the regulations ensure no applications for active recreational facilities such as ball fields. Mr. Krahn advised of discussions with Division of State Lands representatives regarding the definition of urban park wherein emphasis was placed on natural settings such as Riverview Park, Fulstone Park, etc. In response to a question, Mr. Kastens advised that no detail has yet been provided regarding the Division of State Lands Administrator utilizing advisory committees to make recommendations for grants awarded as provided in Section 3, paragraph 3. City staff has submitted a list of proposed members for an advisory committee, and Mr. Kastens advised that staff will look into this further as the final draft regulations are developed. Commissioner Curtis suggested that the word “may” should be removed from Section 3, paragraph 3 in light of the language in the “Application Ranking Criteria” paragraph on page 9 of the regulations. In response to a question, Mr. Krahn explained the project initiation period from July 1, 2000. In response to a further question, Mr. Kastens explained the origination of the July 1, 2000 date.

Discussion took place regarding requirements listed under Section 4, paragraph 2, to complete an application. Mr. Krahn and Mr. Kastens advised that only the top two to three project priorities indicated by each pertinent advisory committee will be possible to pursue. In response to a question, Mr. Kastens advised that funding for trail projects will be available throughout the life of the bond. Commissioner Hoffman commented that matching funds will have to be considered as well as a thirty year commitment to projects. In response to a question, Mr. Krahn advised that the 40+ acres for a new community park designated on the Commission’s future land acquisitions list may not qualify for Question #1 funding. Chairperson Wilke called for additional comments from the Commissioners and from the public; however, none were provided. **Commissioner Curtis moved to approve the Question #1 Conservation and Resource Protection Grant Program draft administrative regulations with comments as provided by the Commissioners. Commissioner Livermore seconded the motion. Motion carried 7-0.**

4. NON-ACTION ITEMS:

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-3437) - Mr. Kastens advised that the Fuji Park improvements were completed as of the last meeting. The restroom building is anticipated to arrive between June 4th and June

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10th. In response to a question, Mr. Kastens advised that residential construction tax applications were due on May 8th. He will provide the number of applications received at the next meeting.

STATUS REPORTS AND COMMENTS FROM COMMISSION MEMBERS (1-3478; 3516) - Commissioner Livermore advised that all the requests for waivers of park fees presented at a recent Board of Supervisors meeting were denied. One park fee for a non-profit fund raiser was allocated from Board of Supervisors discretionary funding.

STATUS REPORTS AND COMMENTS FROM STAFF (1-3497; 3575) - Mr. Kastens advised of having met, together with Commissioners Curtis and Herst, with Mr. Steve Lewis to discuss the upcoming workshop. He referred to the workshop agenda included in the agenda materials and provided an overview of the same. He reminded the Commissioners of the memorial tree planting ceremony in honor of Supervisor Jon Plank scheduled prior to the workshop. He discussed scheduling a joint meeting between the Commission, the Open Space Advisory Committee, the Carson River Advisory Committee, and the Advisory Board to Manage Wildlife.

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-3501) - Commissioner DePauw requested staff to agendize, in the near future, suggestions on adoption of a new fee schedule.

5. ACTION ON ADJOURNMENT (1-3678) - Commissioner McKenna moved to adjourn the meeting at 8:30 p.m. Commissioner Hoffman seconded the motion. Motion carried 7-0.

The Minutes of the May 20, 2003 meeting of the Carson City Parks and Recreation Commission are so approved this 15th day of July, 2003.

STACIE WILKE, Chair