

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the April 2, 2002 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, April 2, 2002 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Jim Dunn
Lou Cabrera
Donna DePauw
Tom Keeton
Glen Martel
Larry Osborne

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Scott Keith, Recreation Specialist - Youth Programs
Laura Lueders, Carson River Intern
Kathleen King, Recording Secretary

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Dunn. 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 (1-0001) - Chairperson Dunn called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Mr. Kastens advised of receiving a message from Supervisor Plank regarding a scheduling conflict with this meeting. Vice Chairperson Wilke and Commissioner Simms were also absent.

ACTION ON APPROVAL OF MINUTES - February 5, 2002 (1-0011) - Commissioner Martel moved to accept the minutes as presented. Commissioner Cabrera seconded the motion. Motion carried 6-0.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS (1-0017; 1-0532) - Bob Kennedy commended the Commissioners on their efficiency in conducting meetings.

AGENDA ITEMS:

1. REVIEW AND ACTION TO APPROVE THE CARSON CITY SCHOOL DISTRICT'S REQUEST TO PLACE ADDITIONAL PORTABLE CLASSROOM BUILDING ON PARK PROPERTY ADJACENT TO EMPIRE ELEMENTARY SCHOOL (1-0022) - Mr. Kastens reviewed the staff report. Carson City School District Director of Operations Mike Mitchell discussed the increase in the number of students, commented on the good working relationship between the School District and the City, and advised that additional growth beyond the subject portable classroom buildings will need to be accommodated by converting the school's schedule to multi-track. In response to a question, he advised that Empire Elementary will be "the one site that ... will probably max out at this 600 student level." He explained that the total square footage of the site is approximately 6.5 acres and that it is the smallest of the School District properties.

In response to a question, Mr. Kastens advised that the only other site which may be vulnerable to educational growth requirements is the southplayground at Fremont School which is adjacent to City park property. He indicated that Fremont

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the April 2, 2002 Meeting

Page 2

School is currently on a year-round schedule. Mr. Mitchell advised that issues of traffic congestion and the size of the Fremont School site prevent additional enrollment and, therefore, portable classroom buildings will not be necessary.

In response to an additional question, Mr. Mitchell advised that the portable classrooms for Empire Elementary are not equipped with plumbing and that there will be no additional water/sewer usage. Chairperson Dunn called for additional comments/questions from the Commission and from the public; however, none were provided. **Commissioner Osborne moved to recommend to the Board of Supervisors approval of the School District's request to place additional portable classroom buildings on park property adjacent to Empire Elementary School as presented this evening. Commissioner Martel seconded the motion. Motion carried 6-0.**

2. DISCUSSION AND ACTION REGARDING THE FINAL DRAFT OF THE CARSON CITY PARKS AND RECREATION DEPARTMENT'S OUTDOOR EDUCATION PROGRAM (1-0150) - Mr. Kastens reviewed the staff report. Ms. Lueders provided an overview of the Outdoor Education Program included in the agenda materials, and advised that she will be training the Latch Key staff to instruct the program. Mr. Keith discussed implementation of the program, including two "test trips" with participants of the Junior High Latch Key program, and the benefits of the program to provide both classroom and hands on learning and service to the community. He reviewed the instruction to be provided by Ms. Lueders to the Summer Loafers and Trailblazers staff, and advised that each of the program elements will be scheduled once a week for each group. He anticipates the program will work well and that it will be incorporated into next year's Latch Key program.

Commissioner Osborne commended Ms. Lueders, Mr. Warpeha, and Mr. Keith on development of the program, and suggested inviting the Commissioners to participate in one of the sessions. Mr. Kastens expressed appreciation for the educational aspect of the program, and anticipates the parents will be appreciative as well. He discussed the benefits of educating children about the Carson River and its importance to the community. Commissioner Keeton concurred with Commissioner Osborne's comments, and offered his congratulations. Chairperson Dunn called for additional comments/questions from the Commissioners and from the public; however, none were provided. He commented that he enjoyed reviewing the program materials, and agreed with Commissioner Osborne's suggestion of including the Commissioners in one of the sessions. **Commissioner Keeton moved to accept the program as submitted. Commissioner Osborne seconded the motion. Motion carried 6-0.** Chairperson Dunn thanked Ms. Lueders and Mr. Keith.

3. REVIEW AND ACTION TO APPROVE PARKS AND RECREATION DEPARTMENT SUPPORT FOR A COMMUNITY GARDEN PROJECT (1-0267) - Mr. Fahrenbruch introduced Cooperative Extension Director JoAnne Skelly, advised of the purpose of the agenda item, and referred to the drawing included in the agenda materials depicting the proposed location. He indicated that there is room for future expansion of the garden on an additional quarter acre, and explained that overhead utility lines make the property unsuitable for development. He reviewed the staff report included in the agenda materials, and advised that Sierra Pacific Power Company ("SPPC") representatives have indicated no problem with development of the garden underneath the utility lines. He further advised that Supervisor Jon Plank is fully supportive of the project, and has been actively pursuing a suitable site over the past several years. He reviewed the recommended action included in the staff report, and advised that no additional funding will be required for the project nor will it affect any level of service at any of the existing sites for which the Parks Department provides maintenance. He commended Ms. Skelly on her efforts in developing and promoting the project.

Ms. Skelly provided background information on development of the project, and reviewed the results of the soil test. She

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the April 2, 2002 Meeting

Page 3

advised that 23 people have applied for garden plots and reviewed the reasons given by the applicants which varied from growing fresh produce to occupying free time. She discussed water availability, donations received and pledged, the garden format, and the nominal application fee. A planning meeting with the applicants and interested participants has been scheduled. Ms. Skelly distributed a list of items to be addressed during the planning process, a sample set of rules, and the disclaimer clause. She advised that SPPC will have vehicle and crane access to the property, and discussed security for the garden. She acknowledged that the entire site is fenced with the exception of one residential yard which backs up to the site and another with a fence which could be sturdier. She indicated she will approach these two neighbors specifically regarding the activities which will be taking place in the garden. She anticipates having all the project materials donated, and advised that the gardeners will be responsible for bringing their own tools.

Mr. Fahrenbruch responded to questions regarding ownership of the land and the SPPC right-of-way. He advised that \$500 has been donated toward the project and will be used to purchase the PVC pipe necessary to extend water to the site. The Water Department has indicated there will be no connection fee to extend the water lines from the existing hydrants. Mr. Fahrenbruch advised that the role of the Parks Division will be to prepare the ground and do some weed control. This work will be done as time permits in order that it will not affect any of the existing areas of responsibility. Mr. Fahrenbruch commented on the additional recreational opportunity the garden will provide to the community.

Commissioner Osborne commented on the Internet research he conducted and the various ways community gardens are managed throughout the country. He inquired as to the level of effort which will be required of Parks Department staff, and whether or not it will be ongoing. Mr. Fahrenbruch reviewed the specific tasks to be addressed by Parks Department crews and the time estimated to complete them. He advised that a cemetery employee has offered to donate time to the project, and emphasized that the concept behind the community garden is for people to do their own work. He estimated a once or twice a year application of chemical weed control, and anticipates volunteer assistance from Master Gardeners and other community groups. Ms. Skelly anticipates that involvement of the Park crews will be minimal, and advised that training will be provided for the gardeners. Chairperson Dunn called for additional comments/questions from the Commissioners and from the public. When none were forthcoming, he entertained a motion. **Commissioner Martel moved that the Parks and Recreation Commission approve Park and Recreation Department support of manpower and resources for a community garden project at the Senior Center as presented this evening. Commissioner Cabrera seconded the motion. Motion carried 6-0.**

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the April 2, 2002 Meeting

Page 4

GENERAL DISCUSSION:

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-0550) - None.

COMMENTS FROM COMMISSION MEMBERS (1-0552) - Mr. Kastens responded to questions regarding Resolution 1995-R-42, a copy of which was included in the agenda materials.

STATUS REPORTS FROM COMMISSION MEMBERS (1-0565) - None.

COMMENTS AND STATUS REPORTS FROM STAFF (1-0568) - Mr. Kastens distributed a form for the Commissioners to provide their e-mail addresses. He referred to materials included in the agenda packets regarding fee increases for the Aquatic Facility and provided an overview of the same. In response to a question, he advised that Quality of Life funds offset direct costs at the Aquatic Facility which, in turn, keep fee increases to a minimum. He offered to provide specific information to the Commissioners.

Mr. Kastens reviewed the March 28, 2002 memo included in the agenda materials regarding public zoning designations. In response to a question, Mr. Kastens advised that the public zoning designation ordinance has yet to be approved by the Board of Supervisors on second reading. The matter is agendized for the April 18, 2002 Board of Supervisors meeting. Mr. Kastens explained that the public zoning designation was initially presented to the Commission at the time it was being developed by the Planning and Community Development Department. Parks staff has been working with Planning staff to follow the Parks standards with regard to zoning designations. Because of public concern which has arisen regarding the area east of the River, Planning and Community Development Director Walter Sullivan has decided to resubmit the proposed zoning designations to all the advisory boards/commissions/committees in order to ensure proper public notice.

Mr. Kastens reviewed the March 27, 2002 memo regarding Deer Run Road as a possible relocation site for the Fairgrounds. In response to a question, Mr. Kastens advised that 40-50 people were in attendance at the Pinion Hills meeting. (1-0778) In response to a question, Mr. Kastens reviewed the agenda for the April 8th Fuji Park Users Coalition meeting.

Mr. Kastens reported that the Parks Division received ongoing funding for two seasonal positions during the budget process. Mr. Fahrenbruch thanked the Commissioners for their support during the budget process. In response to a question, Mr. Kastens advised that the proposed park ranger position to be shared between the City and the Bureau of Land Management was not approved by the Board of Supervisors.

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-0747) - Mr. Kastens advised that several projects are out to bid. Mr. Fahrenbruch reported that phase 2 of the Northridge linear park is under construction. Commissioner Martel advised that a local Boy Scout troop recently worked on trail connections from Lone Mountain to the Northridge linear park. In response to a question, Mr. Fahrenbruch advised that an irrigation system has been installed on the west side of the Community Center.

ACTION ON ADJOURNMENT (1-0850) - Commissioner Martel moved to adjourn the meeting at 6:22 p.m. Commissioner Cabrera seconded the motion. Motion carried 6-0.

The Minutes of the April 2, 2002 meeting of the Carson City Parks and Recreation Commission are so approved this

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the April 2, 2002 Meeting

Page 5

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JIM DUNN, Chair