

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was held at 5:30 p.m. on Tuesday, October 3, 2000 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson Glen Martel

Jim Dunn

Ken Elverum

Jon Plank

Stacie Wilke

Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director

Scott Fahrenbruch, Parks Superintendent

Vern Krahn, Parks Planner

Molly Sinnott, Urban Forester

Kathleen King, Recording Secretary

(PRC 10/03/00; Tape 1-0001)

NOTE: Unless indicated otherwise, each item was introduced by Vice Chairperson Martel. 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) - Vice Chairperson Martel called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Chairperson Simms and Commissioners Cabrera and Osborne were absent. Commissioner Elverum arrived at 5:42 p.m.

ACTION ON APPROVAL OF MINUTES - SEPTEMBER 5, 2000 (1-0007) - Commissioner Dunn moved to approve the minutes. Commissioner Wright seconded the motion. Motion carried 5-0-4-0.

PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0013) - Laurie Sernisak, Director of the Shudo Kan Karate School, advised of receiving a notice to vacate from the Recreation Division and requested to speak to the Commission with regard to the same. In response to a question, Mr. Kastens advised that the Commission could not engage in discussion of the matter at this meeting. He offered to agendize the matter for the next Commission meeting if the Chairperson wished to do so. Ms. Sernisak noted the ten-day deadline specified in the notice, and Mr. Kastens offered to discuss the matter with her by telephone the following day.

(1-0052) David McNeil provided background information on his previous use of the Community Center for martial arts instruction. He indicated he had never been charged for his use of the facility and did not charge his students. He discussed the five-year program conducted by Ms. Sernisak to teach children and adults to defend themselves. He suggested that Mr. Kastens should hold the ten-day vacate notice in abeyance until such time as the Commission can hear the matter. He stated that Ms. Sernisak was late with her payment by two days, and suggested that a "hidden agenda" may be involved in the vacate notice. Vice Chairperson Martel reiterated the open meeting law requirements prohibiting discussion and action by the

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 2

Commission, and indicated that if the matter is not addressed to the satisfaction of Ms. Sernisak it can be agendized for a future meeting. Mr. Langon reiterated that Mr. Kastens should put a hold on the vacate order.

(1-0100) Alexander Archey, the Chief Grand Master of the Shudo Kan system, expressed support for the program at the Community Center. He indicated that evicting Ms. Sernisak will place a hardship on the children involved in the program, and discussed the benefits of the program to the community. He requested that Mr. Kastens delay the vacate order until the Commission can hear the matter.

AGENDA ITEMS:

1. DISCUSSION AND ACTION ON PROPOSAL TO PLACE A MEMORIAL PLAQUE AT THE GOVERNOR'S FIELD COMPLEX (1-0121) - Mr. Kastens reviewed the staff report included in the agenda materials and invited Rick Correlli to the microphone. (Commissioner Elverum arrived at 5:42 p.m.) Mr. Correlli advised that the young man who passed away loved baseball. He stated that "for anyone to get the feeling of Willie" [Howsell], the memorial has to be at the baseball field. He suggested that the plaque could be placed in the small, glass encasement beside the snack bar. He described the proposed plaque and indicated that a picture of Mr. Howsell and his history would be included. He advised that he donates hundreds of dollars every year to Little League and doesn't have any problem paying someone to polish the plaque. He indicated that a caretaker lives right above the snack bar and that the glass case is never bothered or damaged. He expressed the opinion that the plaque would not be as significant at the Pony Express Pavilion, and that the likelihood of similar future requests would be minimal.

Vice Chairperson Martel called for public comment; however, none was provided. Commissioner Dunn recommended that the Commission concur with staff's recommendation, and moved that the Commission ask the applicant to work with the City and make a donation for the placement of trees at the Governor's Field Sports Complex and then request, through the Foundation for the Betterment of Parks and Recreation, to have the name placed on the wall at the Pony Express Pavilion. Motion died for lack of a second.

Commissioner Plank suggested naming a field after Mr. Howsell. Mr. Kastens discussed the practical aspects of the suggestion with regard to tournaments and designation of the field. Commissioner Plank further suggested that some trees could be planted around the designated field. Commissioner Elverum concurred with Commissioner Plank's idea and suggested stenciling the words "Willie Howsell Memorial Field" beneath the stenciled field number. He provided the example of the high school gymnasium which is named in honor of Morse Burley. He expressed understanding for Mr. Corelli's desire to have the memorial at the baseball field. Commissioner Wright provided the example of the Bob Boldrick Theater, and commented that the situation would be very similar.

Commissioner Plank moved to honor the request for a memorial at Governor's Field for Willie Howsell, that Mr. Correlli and Mr. Kastens work on designating one of the more prominent fields, and name it after Willie Howsell with an appropriate sign or something of the sort. Commissioner Elverum seconded the motion. Motion carried 5-0-3-1, Commissioner Dunn abstaining. Mr. Correlli thanked the Commission and staff.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 3

2. DISCUSSION AND ACTION ON ALLOCATION OF 1999-2000 RESIDENTIAL CONSTRUCTION TAX FUNDS (1-0323) - Mr. Kastens referenced the presentations made at the September 5th Commission meeting. He reviewed the staff report and read staff's recommendations into the record. As indicated in the staff report, Mr. Kastens provided detailed information and justification for staff's recommendations. He discussed reasons for not funding some of the other requests, as follows: The Fuji Park playground equipment was not funded because of the uncertainty behind whether the location will remain the same. Additionally, the possibility exists that revenues could be used from the sale of the land or from the future sale of land in the area. Mr. Kastens commented that the decision to not fund the Community Center office addition was difficult because he is well aware of the crowded conditions. He pointed out, however, that in approximately two years, the City will begin plans for construction of a new gymnasium. Some of the staff currently housed in this building will be accommodated in the new facility. With regard to the linear park drainage canal, Mr. Kastens advised that the developer did not make a presentation at the September meeting, and that the landscaping and development of amenities associated with the path system can be addressed in the future.

Mr. Kastens acknowledged that staff's recommendations are not listed in any particular order of priority. Vice Chairperson Martel solicited public comment; however, none was provided. He advised that Chairperson Simms had expressed "wholehearted" support for the Tee-Ball Complex parking lot in an earlier phone conversation. Commissioner Plank discussed his review of the requests and subsequent prioritization of the same. He advised that after hearing Mr. Kastens' explanations, he is very comfortable with staff's recommendations. In response to a question, Mr. Kastens acknowledged that cost savings from the dispatch center software will not be available. Commissioner Dunn expressed support for and commended staff on their recommendations. Commissioner Elverum concurred. In response to a question, Mr. Kastens advised that the funding allocated for the Ronald D. Wilson Memorial Park will be used for architectural and engineering fees in order to develop a plan. He explained that an entire site grading plan will be developed, and then staff will concentrate on developing the plans and specifications for phase 1.

Commissioner Elverum moved to adopt staff's recommendation for expenditure of the RCT money as presented by staff. Commissioners Wilke and Wright seconded the motion. Motion carried 6-0-3-0.

3. DISCUSSION AND ACTION ON PROPOSED CONCEPTUAL MASTER PLAN TO CREATE A "COMMUNITY ARBORETUM" IN MILLS PARK (1-0567) - Mr. Krahn reviewed the staff report. He acknowledged and thanked the members of the Mills Park Task Force for their participation. He referred to the final plan which was displayed and also included in the agenda materials, and discussed the purpose behind the locations for the various tree species as he reviewed the plan and its objectives. In response to a question, Ms. Sinnott advised that the growth rate for an oak tree planted correctly in the proper site can be up to 1.5 to 2 feet a year.

Mr. Krahn invited Sally Zola, Chairperson of the Shade Tree Council, to the microphone. He advised that the Shade Tree Council had taken action at their September 28th meeting to recommend to the Commission approval of the final conceptual plan. He referred to the September 28, 2000 letter from David Ruf, of Greenhouse Garden Center, which was distributed earlier in the meeting. He advised that the Shade Tree

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 4

Council had requested staff to respond to Mr. Ruf's letter prior to this evening's meeting, and make any appropriate changes to the final conceptual plan based on Mr. Ruf's comments. Mr. Krahn indicated that the conceptual plan had been intentionally developed as a bubble so that the various areas can be adjusted. At the request of Mr. Krahn, Ms. Sinnott reviewed her October 2nd memo also distributed earlier in the meeting.

(1-0958) David Ruf, of the Greenhouse Garden Center, commented that he is pleased with the arboretum concept. The purpose of his letter was to "express a few concerns" and ensure that his cautions were understood. He commended staff and the Mills Park Task force on a job well done.

Mr. Krahn reviewed the recommended action outlined in his October 3rd memo, and the changes to be made to the conceptual plan. Commissioner Plank expressed a concern with regard to safety, and Mr. Krahn assured the Commission that the revisions will be made with safety and security in mind. **Commissioner Wilke moved that the Parks and Recreation Commission approve the Mills Park Arboretum Conceptual Master Plan with the recommended action to change fruitless crabapple to non-fruit bearing crabapple, horse chestnut/walnut area to nut tree varieties, relocate fruitless mulberry into the hackberry area, relocate hornbeam into the sycamore area, and change the hornbeam/fruitless mulberry area to the nut tree variety. Commissioner Wright seconded the motion. Motion carried 6-0-3-0.** Vice Chairperson Martel thanked Mr. Krahn for his presentation, Mr. Ruf for his input, the Shade Tree Council, and the Mills Park Task Force. He recessed the meeting at 6:35 p.m. and reconvened the meeting at 6:40 p.m.

4. DISCUSSION AND ACTION ON PROPOSED CONCEPTUAL PLAN FOR THE MILLS PARK EAST END - SITE AND LANDSCAPING PROJECT (1-1082) - Mr. Krahn reviewed the staff report and the site plan included in the agenda materials. The site plan was reviewed from east to west, and Mr. Krahn pointed out the various amenities, including the addition of a large sod area. He advised that the arboretum master plan will extend to this area and that the project will complete the Wungnema House with regard to sod and the irrigation system. Pursuant to the Wungnema House site design, the existing gravel path will be relocated. A gravel road will be added for access to the B & C Pavilions. Other amenities include sand volleyball courts, concrete walkways, sod and irrigation around the playground area, and removing the junipers. Mr. Krahn described problems with the existing drainage ditch, and advised that rock rip rap will be added and the banks stabilized to alleviate some of the maintenance issues. He reviewed the add alternates which included a culvert system, removal of the par course throughout the park and addition of an exercise station. At the request of Mr. Kastens, Mr. Krahn reviewed the proposal for the area which will accommodate the high school students. An additional add alternate is concrete mow strips.

In response to a question, Mr. Fahrenbruch advised that the concrete mow strips will save from \$1,000 - \$1,500 a year in chemicals, man power, etc. This will save a considerable amount of money over a period of years. Commissioner Wilke inquired as to why trees are being removed after the Commission just approved an arboretum. Mr. Krahn explained that the existing trees were part of a project funded in 1986 and completed in 1988. A number of trees have been lost, and others are not doing well. Vice Chairperson

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 5

Martel called for public comment on this item; however, none was provided. Mr. Krahn suggested that the Commission defer action until the next agenda item is discussed, and the Commissioners concurred.

5. DISCUSSION AND ACTION ON PROPOSAL TO USE QUALITY OF LIFE PARKS CAPITAL UNRESERVED ENDING FUND TO PAY FOR THE MILLS PARK EAST END - SITE AND LANDSCAPING PROJECT (1-1342) - Mr. Kastens reviewed the staff report and attached exhibits, specifically Exhibit C. He reminded the Commissioners that the final numbers on sales tax collection have yet to be added to the fund. He indicated that the proposed project will complete Mills Park. In response to a question, Mr. Krahn advised that \$200,000 will be adequate to complete the project with the exception of the exercise station in the amount of \$32,000 and the culvert project in the amount of \$17,560, both of which were included as bid alternates. Converting the DG path from Saliman Road to the Wungnema House into concrete would cost an additional \$27,700. Mr. Kastens discussed the significance of the add alternates in regard to staff's consideration of completing the park. Discussion took place regarding the funding source. Vice Chairperson Martel called for public comment on this matter; however, none was provided. Commissioner Elverum commented that it will be nice to have a complete park. He is pleased with the plan and that there is funding to pay for it, and expressed support for the same.

Commissioner Wilke moved that the Parks and Recreation Commission approve the conceptual plan for Mills Park East End - Site Improvements and Landscaping Project and recommend that the Board of Supervisors add \$200,000 of additional funding from the Question 18 - Quality of Life Fund (Unreserved/Parks Capital Account) to the Mills Park East End - Site Improvement and Landscaping Project. Commissioner Elverum seconded the motion. Motion carried 6-0-3-0.

6. DISCUSSION AND ACTION ON ACCEPTANCE OF CARSON CITY PARKS AND RECREATION DEPARTMENT'S STANDARD LANDSCAPE AND IRRIGATION DETAILS AND TECHNICAL SPECIFICATIONS (1-1570) - Mr. Krahn reviewed the staff report and its attachments. He thanked Vice Chairperson Martel and Commissioner Wilke for their participation in the process, and emphasized that the standards are for park property only. Vice Chairperson Martel called for public comment; however, none was provided. He commented that the document is only better for all the input received, and thanked staff for their work on the document. **Commissioner Wilke moved that the Parks and Recreation Commission approve the Carson City Parks and Recreation Department's Standard Landscaping and Irrigation Details and Technical Specifications. The motion was seconded and carried 6-0-3-0.**

GENERAL DISCUSSION:

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-1764) - Commissioner Plank advised of an inquiry from a resident of Marsh Road regarding playground equipment and ADA access at Riverview Park. Mr. Kastens advised that he and Mr. Fahrenbruch will prepare a response to the inquiry with copies to the Commissioners.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 3, 2000 Meeting

Page 6

COMMENTS FROM COMMISSION MEMBERS (1-1783) - Commissioner Wilke advised that the Ross Gold Park mural looks much better on the full wall and that it turned out very nicely. She commended the artists on a great job.

STATUS REPORTS FROM COMMISSION MEMBERS (1-1790) - None.

COMMENTS AND STATUS REPORTS FROM STAFF (1-1792) - Mr. Kastens advised that a final draft agreement has been prepared between the City and the Carson Tigersharks Swim Team. It will be agendized for review and approval by the Commission at the next meeting. He advised that Recreation Superintendent Barbara Singer and Recreation Supervisor Kurt Meyer have been working with the swim club for the last couple months.

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-1807) - Mr. Kastens advised that the Board of Supervisors approved hiring Metcalf Builders to complete the aquatic facility. Staff is moving forward under that direction. Mr. Kastens reported that the Wungnema House is progressing well and, in response to a question, Mr. Krahn indicated that the project is nearly complete. Mr. Kastens advised of a significant article in the Nevada *Appeal* on the Wungnema House and, as a result, Fred Stanio, of the Foundation for the Betterment of Parks and Recreation, received several phone calls from citizens who are willing to donate era furniture.

ADJOURNMENT (1-1868) - Commissioner Wilke moved to adjourn the meeting at 7:20 p.m. Commissioner Wright seconded the motion. Motion carried 6-0.

The Minutes of the October 3, 2000 meeting of the Carson City Parks and Recreation Commission are so approved this _____ day of November, 2000.

JOHN SIMMS, Chairperson