

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was held on Tuesday, June 3, 1997 in the Community Center Sierra Room, 851 East William Street, Carson City, NV at 6:00 p.m.

PRESENT: Chairperson Ken Elverum
Vice Chairperson Robert Kennedy
George Chapman
Rick DeMar
Larry Osborne
Susan Scholley
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Fran Smith, Recording Secretary
(PR 6/3/97 1-0000.5)

NOTE - Unless otherwise indicated each item was introduced by Chairperson Elverum. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

A. CALL TO ORDER - Chairperson Elverum called the meeting to order at 6:01 p.m. A roll call was taken and a quorum was present although Commissioner Plank was absent and Commissioner Scholley had not yet arrived.

She arrived at 7:00 p.m.

B. APPROVAL OF MINUTES - Commissioner DeMar moved to approve the Minutes of the 3-18-97 meeting. Commissioner Wright seconded the motion. Motion carried 6-0-1-0.

Commissioner DeMar moved to approve the Minutes of the 4-1-97 meeting. Commissioner Osborne seconded the motion. Motion carried 6-0-1-0.

Commissioner Kennedy moved to approve the Minutes of the 4-15-97 meeting. Commissioner DeMar seconded the motion. Commissioner Chapman corrected the word "peeches" to "peches". Motion carried 7-0.

C. PUBLIC COMMENT - Citizen Tom Quigley had a map of an area near the Empire Ranch Golf Course which will be a linear park. He visually pointed out that he and some volunteers would like to clean the weeds, etc. out for the betterment of the neighborhood. He also had photos of the area that would momentarily be transferred to the City. The question of City liability was raised and Mr. Kastens said at that point in time it was in escrow and, therefore, still private property. Mr. Quigley asked that after it becomes City property could the Parks Department arrange for the ranger to start patrolling it. He also asked for a trash bin because there is a trash truck that goes by there.

AGENDA ITEMS

Chairperson Elverum asked to change Item 1 to later in the meeting after Commissioner Scholley was in attendance.

2. REVIEW OF POLICY REGARDING NAMING OF PARKS, ESPECIALLY NEW PARK SITES LOCATED IN LONG RANCH ESTATES, SILVER OAK DEVELOPMENT, SILVER GLEN SUBDIVISION, EMPIRE RANCH ESTATES, NORTHRIDGE SUBDIVISION, MOUNTAIN STREET TRAILHEAD, MARK WAY PARK SITE, TRAILS AND PATHS - (1-0131.5) Tom Quigley - Chairperson Elverum stated he had asked that this item be on the agenda. He noted that a new park had recently been dedicated at Koontz and Center. He said it had been dedicated without the Commission's knowledge and that neither he or Mr. Kastens had been invited to attend. He also said it had been named Mayors' Park and that the project had

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 2

never come before the Commission. He said there has been a policy in effect since 1988 but it has not been followed. He wanted to have the Commission review the policy so they would know what it is. Mr. Kastens then provided a history of that policy and said it was designed to get the community involved in the process for developing names. He also noted that the site will eventually be turned over to the City for operation and maintenance. He felt that the Commission should start pursuing the naming of that facility under the policy and said he would start the process. He stated he and Chairperson Elverum had discussed the other areas of development in the City that will result in future park sites for the City. He added he had reviewed the pending files and had identified those as Long Ranch Estates, Silver Oak, Empire Ranch, Northridge, the Mountain Street Trailhead, and Mark Way park. He also said there are several trails and paths that are in the process of being pursued. He noted that one in particular is the old V&T right-of-way on the west side of the City. He said staff will begin to prepare the proper notice to the general public and set deadlines and dates for people to submit names for these sites. He felt the easiest thing would be to get subdivision maps of those areas with the park sites on them. People could then go to the Parks Department office so they could see the maps and perhaps the newspaper could publish a list of the sites. Commissioner Osborne asked if Mr. Kastens had received any response to the letters he had sent to the developers on this and Mr. Kastens said he had not. Commissioner Kennedy noted the date of the letters was May 29 and did not feel there had been enough time for a response. He read a part of the letter which said "it will be the responsibility of the City Manager to direct the Parks and Recreation Department to solicit names". Mr. Quigley said he would like to see the park named Citizens Park and noted he would submit a formal request. Commissioner Chapman felt that the public should have the opportunity to participate in the naming of parks and provided a detailed explanation of his reasons. Commissioner Osborne did not feel the Commission should spend a lot of time on this because the policy is already in place. Chairperson Elverum agreed with this and asked Mr. Kastens to handle the process with the City Manager. No formal action was taken.

3. STATUS REPORT ON DESIGN REVIEW AND NEIGHBORHOOD PARK GUIDELINES - (1-0593.5) Chairperson Elverum said Commissioner Chapman had asked that this be on the agenda. He added it had previously been discussed that some guidelines be put together and asked Mr. Kastens for his comments. Mr. Kastens referred to his staff report and said Mr. Fahrenbruch has been working on this. A copy of a letter Mr. Fahrenbruch had sent to the development community was included in the packet. The letter requested their comments. Mr. Kastens said they would provide an update once the comments have been incorporated into the document. Commissioner Chapman suggested adding public input as well. Chairperson Elverum felt this should be ready for a vote at the July meeting. No formal action was taken.

4. REVIEW AND POSSIBLE ACTION ON NORTHRIDGE SUBDIVISION PARK AND RECREATION FACILITIES - (1-0751.5) Representatives of the Northridge subdivision Ron Kipp and Rich Schock - Tom Quigley - David Simpson - Jay Meierdierck - Mr. Kastens noted this had previously come before the Commission and that there had been several questions, comments and concerns about the contents of the presentation. He added that staff had been requested to work with the developers to put together what staff felt was an appropriate presentation for the Commission's review. He said he had recently discussed this with Chairperson Elverum and that the information the developer would provide at this meeting should be appropriate. However, he encouraged the Commissioners to add comments they felt were appropriate. Mr. Schock had drawings of the project. He noted they have put together an overall plan including how the components relate to each other. He visually pointed out several features which included a green belt, trail project, a passive use park, a detention basin, and a tentative wetlands trail project. He provided detailed information on these and other features in the subdivision and responded to questions from the Commissioners. The proposed neighborhood park was also discussed. Mr. Schock noted the location and that it would be ADA accessible and a passive use facility. It was also noted it would be approximately two acres. Commissioner DeMar asked about parking at the site and Mr. Schock explained. Commissioner Osborne asked how far it is from Mark Twain School and Mr. Schock said 500 feet. At this point Commissioner Chapman thanked Mr. Schock for his presentation but said he would like to go back and review it. He asked questions relating to fencing, the detention basin and drainage, and the character of the park. Commissioner DeMar then expressed his belief that this project was not ready for approval by the Commission. Commissioner Osborne said this had come to the Commission with a recommendation of approval from Mr. Kastens and asked Mr. Kastens about it. Mr. Kastens said he believed he understood the concept of the park and shared the vision of Chairperson Elverum that it is very similar to Sonoma Park. However, he felt that the decision of whether to get involved in details is up to the Commission. Vice Chairperson Kennedy expressed his

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 3

belief that the key to the project at this point is "conceptual" and felt that the Commission asking that the plan be brought back again is micro-managing. He then moved that the Commission approve the overall conceptual plan as presented at this meeting. Commissioner Wright seconded the motion. Commissioner Chapman then provided copies of the Northridge Development Agreement. He added that the Board of Supervisors, Community Development, and the developer had agreed to provide to the City, in detailed plan, a Master Plan and a design for each facility. He agreed to giving conceptual approval because there are details that need to be resolved. He felt that the public needs the opportunity to see, visually and graphically, the concept design. He felt the Commission was just looking at maps at this time and not a well presented plan. He said his point is clear. He added there is an agreement for detailed plans from the developer but they were not looking at them now. He said the Commission had looked at a procedure whereby parks can be presented to the Commission who, as representatives of the public, are to protect that interest and see that they are getting a park facility that is well designed, easily maintained, and meets the guidelines that have been suggested. He noted ADA guidelines had been discussed but felt there are other guidelines that are important to the development of park facilities. He said one is defensible space and another is ease of maintenance. He felt these are issues that cannot be resolved at the concept level. He agreed this is one step in the process of getting to a general development plan but it is not the last part of the process, but rather the first. Chairperson Elverum felt that the motion was to approve in concept and not the final approval. Vice Chairperson Kennedy felt that any discussion at this point should be in relation to the motion.

Commissioner Scholley had arrived at 7:00 p.m. during the discussion.

At this point she asked if the motion included any direction or understanding of whether or not the Commission would see anything else on this before it becomes a park. Vice Chairperson Kennedy said that was not part of his motion. Commissioner Chapman said his comment on the motion was that there is a next level at which the Commission should be reviewing park facilities to see that they meet the needs of the community. He added that just pictures are not enough and just plan pictures are not enough. He said there are other methods used in the profession that complement plans and give the general public a better idea of the quantity and quality of the facility that is being proposed. He felt they need a level of detail that allows them to know the primary objectives of the park are identified and are supported. He added they need to know it makes sense, need to know major use areas, circulation patterns, the spacial structure, and the character. He noted that a gazebo is included but the Commission has no idea of the size, and if it will facilitate the type of use expected. At this point Commissioner DeMar called for the vote. Mr. Quigley asked if the guidelines developed by staff were submitted to the developer. Mr. Kastens said no because the guidelines are only conceptual at this point. Mr. Simpson felt that the public should have the opportunity to provide their input. He added he has been a resident of the City for a long time, plans to raise his children here and wanted some say in what is being done. He suggested that the Commission think twice before they do anything. He suggested that anyone watching the meeting on TV come to the Community Center and give their input. He commented that more than this park is being considered but rather several and said the public should get involved now rather than complain about it later. Mr. Simpson pointed to the drawings and commented where he would like to see the expensive infrastructure put where it would not be inundated during floods. He also expressed his feeling that in the conceptual stage the design is inferior. Mr. Meierdierck talked about the detention pond on College Parkway and said it still has water in it from the January 1 flood. He said the way the ponds are designed is conducive to water retention. He said the presentation and motion as made are not in conformance with the development agreement that the developer and Board of Supervisors had signed off on two years ago and noted that the agreement called for certain items to be included in the Master Plan. At this point Chairperson Elverum called for a roll call vote. The result was: Wright - aye; Osborne - aye; Scholley - naye; Chapman - naye; DeMar - aye; Kennedy - aye; Elverum - aye; Motion carried 5-2.

1. REVIEW AND POSSIBLE ACTION ON REVISED QUESTION #18 PRIORITY LIST FOR PARKS CAPITAL PROJECTS - (1-3751.5) Tom Sullivan - David Simpson - Terry Holley - Dave Morgan - Tom Quigley - Chairperson Elverum said this had been discussed at the budget meeting with the Board of Supervisors. He added he did not feel that the public and the Commission had enough time to consider the list. He explained that was the reason he had asked for it to be on the agenda. At this point he advised that the public was welcome to comment on any of the projects. Mr. Kastens then noted each project on the list. He said it had been his original recommendation that the Commission pursue all the capital projects first and hold off on the trails and bike paths and beautification projects until later. He noted that because of the previous vote by the Commission he

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 4

had moved the gymnasium project back and brought the trails and bike path and beautification plans forward. He also said he had discussed the financial impact of making these changes with Finance Director Mary Walker because the spread sheet had been developed based on original plans to do certain things in a certain order. He added he had been able to make some adjustments to accommodate the Commission's desires and explained what he had done. He also said he had received a memo from the Recreation Division staff expressing their concern that construction of the gymnasium had been delayed. He noted their concern was based on the fact that there is still uncertainty as to what the School District is going to do with regard to year round schools. He said if the District goes to year round a demand would be placed on the Recreation Division regarding summer programs that traditionally take place when school is out. He explained if the schools go on year round then preparations need to be made to allow for that situation. He felt the timetable being discussed for the priority list would not put the Recreation Division in too much of a disadvantage. However, he said any further movement or delay of the gymnasium construction could possibly negatively impact the Recreation Division's ability to provide for the desires of the community. He also commented they are still faced with overcrowding or limitations of gym space during the winter months for the recreational basketball program, the adult basketball program, and the adult volleyball program which are all continuing to grow to the point where the Community Center and school gyms are tied up with organized sports and there is no open gym for general or pick up play by the community. He emphasized that everyone understands that the funding program is scheduled and not concrete. He noted that the dollar amounts do not have to be expended in the year they are allocated and be carried forward as the same line item the following year. Commissioner Wright referred to the trails and requested clarification as to what had been voted on. He asked does it mean bike, running, walking or horse trails. Mr. Kastens said there are no specific plans at present as to where the trails will be built and that this will be brought back to the Commission at a future meeting. Commissioner Chapman then talked about the new five year projection. He said the intent of pushing the trails forward and the gym back was that the gym was a \$1.6 million project. He added that Question #18 had been promoted with emphasis on trails and bike lanes. He said he saw an increase in the bonding amount in fiscal 98-99 but there was no change in the debt service which was a concern to him. At this point he provided the Commissioners with figures he felt could be considered as alternatives. He then extensively commented on what he felt they could be. (The secretary did not get a copy.) Commissioner Osborne asked if Mr. Kastens had reviewed the alternatives. Mr. Kastens said he had not. Commissioner Osborne felt that Commissioner Chapman had put a lot of work into his presentation but said the Commission had already established their priorities. He said he was not prepared at this meeting to make a motion on the alternatives that had been presented and, depending on the mood of the other Commissioners, felt they may not be prepared to act on Mr. Kastens' recommendation. He said he did not want to go back and revisit the entire thing and move things around. Mr. Kastens said he felt that Ms. Walker should review Commissioner Chapman's suggestions. He also clarified that the list is only a five year projection but the funding would go on indefinitely and once the capital projects are done funding will be available for new projects. Chairperson Elverum reiterated his feeling that the time spent at the budget meeting with the Board of Supervisors was inadequate. He noted that the public had not come forward at that time and perhaps the Commission could be wrong in their priorities. Mr. Sullivan said he was at the meeting because he was interested in the trails and bike path. He added he was looking for more balance because he felt more money was planned to be spent on facilities than on trails and paths. Chairperson Elverum said they were working with ballpark figures and felt a solution needs to be found for balance. He also passed along Commissioner Plank's feeling that more funding should go into the trails. Mr. Kastens agreed these are ballpark figures and said he was not comfortable moving any of them around at this time. He then said he was not sure these were the things the community is interested in and felt there should be a period of public input. He cautioned against proceeding until that input is available. Mr. Simpson said he rides his bike a lot, especially to and from work, and felt that the community needs the bike lanes to eliminate the danger to people. Ms. Holley said she, too, wanted see more money put into trails and bike paths. Mr. Quigley referred to the land exchange along the river and said it would only need some trail funding once it belongs to the City. He felt that the trails could be tied into organized sports activities in the community which would eliminate participants having to ride to them on the streets. Commissioner Wright referred to the ballpark figures and said he would not vote for a project until he knows what it will cost. Commissioner Chapman said he was confident of the figures he had generated when he presented his alternatives. Chairperson Elverum said it was his understanding that what Commissioner Chapman had done was reduce the spending on the capital improvement projects by ten percent and used the extra money to increase the funding for trails. Commissioner Osborne noted the public comment at the meeting on the need for the trails and bike paths and said the Commission had moved those forward and pushed the gym back so that more funding can be put into

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 5

the trails and paths but noted that even though it is more money overall it is less money up front. He also said anything the Commission does now to add to that category would be taking it away from some place else. He added at this point he was not prepared to take anything away from some of the other areas. He also noted that the aquatic facility improvement was something the Commission had heard a lot about from the public for months and years. He said he appreciated Commissioner Chapman's efforts but did not share his confidence in his numbers. He did not want to consider shifting things around with bond indebtedness, reserves, unreserves, etc. without something going to Ms. Walker. He said he was not sure the Commission was doing anything at this point other than taking public input and then the Commission could perhaps come back and make more decisions. Chairperson Elverum agreed he would feel more comfortable if Ms. Walker could study the figures again. Vice Chairperson Kennedy asked Mr. Kastens how essential is the action timetable he had requested. Mr. Kastens said the principal reason he had pursued this was because of the inter-fund loan which the Commission had approved. He added that it would be on the Board of Supervisors agenda for June 5. Vice Chairperson Kennedy then said he would like to take all of this to Ms. Walker for her input and suggested that Mr. Kastens bring back a schedule for consideration by the Commission in August. Ms. Holley expressed her feeling that Commissioner Osborne had insulted the four trails proponents by saying he was not ready to cut from the pool for trails. Commissioner Osborne said he appreciated her comments but reminded her that the Commission had moved the trails and bike paths forward on more than one occasion. He reiterated his belief that he was not prepared to take money away from one project to add to another, particularly not until Ms. Walker has the opportunity to review Commissioner Chapman's proposal. Commissioner Scholley said nothing had been said at this meeting about forty percent of the money is going to open space. She felt that relates directly to trails. She felt the community should feel good that money is going to be spent on trails. She expressed a concern about coordinating the park planner and the trails implementation with the Open Space Advisory Committee and provided details. She also agreed the figures should be sent back to Ms. Walker. Mr. Morgan commented on the need for trails and felt that the City needs to make a commitment to connectedness. Vice Chairperson Kennedy recalled that bike paths had been attempted many years ago and how they had deteriorated. He felt that a commitment has again been made and what is needed now is direction within the framework of that commitment. He did not feel that is the responsibility of the Commission because they can only act on what is brought to them. He suggested deferring the issue until August when perhaps a schedule could be brought back that covers Commissioner Chapman's proposal and also input from Ms. Walker. Chairperson Elverum agreed that the Commission could look at these issues in August after Ms. Walker has had the opportunity to review the information. Commissioner Scholley said short term she would like to see the concept of getting some immediate projects started. Commissioner Chapman said he had spent time with Mr. Kastens, BLM, and other people in the community on the trail issue. He said there are places that can be acted upon immediately, one in particular would be on street bike lanes. He added that his group is prepared to go forward with five streets and that the Commission had approved the plan over a year ago. He said there are things that can be done to make these lanes a reality quickly. He read from a list which was Mexican Ditch, the Empire Ranch river corridor, the Centennial Park trail loop, the linear park between Roop and Saliman, the V&T railroad grade north, and the on street bike lanes. He said these are items that do not take major planning to begin some initial development and spend the \$150,000 projected in the first year. Chairperson Elverum asked Mr. Kastens to research this and bring it back at the August meeting. No formal action was taken.

5. REVIEW AND POSSIBLE ACTION ON DATE FOR COMMISSION "BOARDWALK" TRAINING SESSION TO DISCUSS THE TOPICS OF "BOARD/STAFF BASICS" AND DIVERSITY: BUILDING A STRONG BOARD" - (1-1295.5) Chairperson Elverum asked that this be reviewed again to set a new date. Discussion ensued on availability of the people who would put on the session and that of Commissioners and it was agreed to have the session on June 24 at 5:30 p.m. No formal action was taken.

GENERAL DISCUSSION

1. Future Agenda Items from Commission Members - (2-1419.5) Commissioner Osborne reiterated his previous request for a report on the contamination of wells located at City parks.

He also said he would like to see an item for discussion and possible action on a policy relating to graffiti in City parks.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 6

Commissioner Wright asked for an update on Fuji Park. This related to holding the State Fair at that location. He also asked for an update on the Bar One project. Mr. Kastens provided details on a preliminary plan the State has developed should the fair be transferred to Fuji. He also said the State and the Barrones have agreed to work together to avoid any problems regarding the Bar One construction and State Fair activities. Mr. Kastens also said the Go Kart operation would stay at its present location.

Commissioner Scholley asked for an update on the purchase of the Mills Park train by the City. Mr. Kastens stated that the Board of Supervisors should finalize the purchase at their June 5 meeting. He added that once that has been taken care of the City will re-negotiate the contract between the City and the Carson City Railroad Association and that it will come back to the Commission at a future meeting.

Commissioner Scholley also asked that Mr. Kastens keep the Commission updated on the activities of the Open Space Advisory Committee. He said he could because he serves as staff to that group.

2. Comments from Commission Members - (2-1525.5) Chairperson Elverum referred to the graffiti at the skateboard park and said he had discussed it with one skater who resented it. He also mentioned an article in the newspaper which suggested perhaps a mural be painted on it. Commissioner Osborne noted he had asked for an agenda item on graffiti and explained his concern because the newspaper had reported the Sheriff and the Parks Department were at odds regarding this problem.

Commissioner Scholley said she had gone rafting on the river and expressed her feeling that it is a wonderful amenity to the City and encouraged other Commissioners to participate.

4. Status Reports from Commission Members - None.

5. Comments and Status Reports from Staff - (2-1605.5) Mr. Kastens provided a history on how the skateboard park had come to be built and the problems with graffiti that had been anticipated and what can be done to mitigate them.

Commissioner Scholley asked how his department had done at the budget meeting. Mr. Kastens said they had done well and that he would prepare a list for the Commission.

6. Status Report on Question #18, Residential Construction Tax and Capital Improvement Legislative Issues - None.

There being no further business Chairperson Elverum entertained a motion to adjourn. Commissioner DeMar moved to adjourn. Commissioner Osborne seconded the motion. Motion carried 6-0. Chairperson Elverum adjourned the meeting at 9:20 p.m.

The Minutes of the June 3, 1997 meeting of the Carson City Parks and Recreation Commission

ARE SO APPROVED __ 8/19 __, 1997

/s/ _____
Ken Elverum, Chairperson

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the June 3, 1997 Meeting

Page 7