

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, May 4, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Commissioner Charles Adams
Commissioner Janice Brod
Commissioner Randy Carlson
Commissioner Sean Lehmann
Commissioner James Smolenski
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Juan Guzman, Open Space / Property Manager
Vern Krahn, Park Planner
Joel Dunn, Recreation Division Operations Manager
Kristin Luis, Senior Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER AND DETERMINATION OF QUORUM (5:30:26) - Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Vice Chairperson Lasco, Commissioner Livermore, and Ex-Officio Commissioner Walt were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:04) - None.

1. ACTION ON APPROVAL OF MINUTES - April 6, 2010 (5:31:15) - Commissioner Carlson moved to accept the minutes. Commissioner Smolenski seconded the motion. Motion carried 6-0.

2. MODIFICATIONS TO THE AGENDA (5:31:35) - None.

3. STAFF UPDATES:

3-A. TIME LINE FOR THE INDOOR RECREATION PROGRAMS, SPORTS, AND FACILITIES NEEDS SURVEY (5:31:43) - Chairperson Curtis introduced this item. Mr. Dunn provided background information, and reviewed the staff report and materials which were distributed prior to the start of the meeting. Mr. Krahn reviewed various methods by which the needs survey has been and will be publicized. In response to a question, Mr. Dunn advised that he, Mr. Krahn, and Mr. Moellendorf will be in attendance at the public outreach meetings. Commissioner Smolenski suggested extending an invitation to Ex-Officio Commissioner Walt to participate in the public outreach meetings. In response to a question, Mr. Moellendorf described the format for the public outreach meetings. He explained that no presentation will be made in order to ensure no one feels unintentionally led toward any particular survey

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 2

response. [Commissioner Westergard arrived at 5:37 p.m.] Mr. Dunn acknowledged that Parks and Recreation Department staff will enter the survey results into the survey processor “so that all the data is reported at one time.” Mr. Moellendorf acknowledged that any information returned to the Parks and Recreation Department will be entered into the survey processor. In response to a question, Mr. Dunn reviewed the Indoor Recreation and Sports Needs Assessment Plan Timeline, included in the agenda materials as Exhibit B. Chairperson Curtis entertained public comment; however, none was forthcoming. Mr. Dunn encouraged every citizen to participate in the survey.

3-B. CARSON CITY CHAMBER OF COMMERCE’S MONTHLY CARSON CITY CLEAN UP 2010 EVENT ON SATURDAY, MAY 15, 2010 (5:40:20) - Chairperson Curtis introduced this item, and Mr. Krahn reviewed the informational flyer included in the agenda materials. He provided background information on previous clean up events, and invited the community to participate. Commissioner Smolenski advised that a new fitness center, Anytime Fitness, is donating T-shirts and a seven-day free trial for clean-up event participants. On behalf of the Chamber of Commerce, he expressed appreciation for the opportunity to partner with the Parks and Recreation Department. In response to a question, Mr. Krahn reviewed a list of items participants should bring to the event. Chairperson Curtis entertained public comment; however, none was forthcoming.

3-C. DEDICATION OF THE MORGAN MILL ROAD RIVER ACCESS AREA ON SATURDAY, MAY 22, 2010 (5:45:12) - Chairperson Curtis introduced this item, and Mr. Krahn reviewed the press release included in the agenda materials. He thanked the *Nevada Appeal* for publicizing the event, narrated photographs which were included in the agenda materials, and described a website developed by Resource Concepts, Inc. In response to a question, Mr. Krahn described the course of the river and the corresponding experience levels needed to navigate it.

3-D. PARKS AND RECREATION DEPARTMENT AND MUSCLE POWERED DEDICATION OF THE LINEAR PARK MULTI-USE TRAIL ON SATURDAY, JUNE 5, 2010 (5:49:28) - Chairperson Curtis introduced this item, and Mr. Krahn provided background information. Mr. Guzman described the route of the linear park multi-use trail from Governor’s Field to the Moffat open space property, along the Mexican Ditch Trail to the Silver Saddle Ranch. In response to a question, he advised that the dedication is scheduled for 10:00 a.m. at Governor’s Field. In response to a further question, he discussed consideration given to a crossing at Carson River Road. Chairperson Curtis entertained public comment; however, none was forthcoming.

3-E. CONSTRUCTION OF THE VIDLER TRAIL (5:54:50) - Chairperson Curtis introduced this item. Mr. Guzman referred to the photograph included in the agenda materials, and described the location of the Vidler property. He discussed the need for a bridge for which grant funding will be pursued, and pointed out the existing trail on the property. Mr. Krahn discussed grant funding cycles relative to funding for the bridge. Chairperson Curtis discussed the importance of marketing the City’s trail system. In response to a question, Mr. Guzman advised that acquisition of the trail is dependent upon improvements to the property. He anticipates it will be prior to the end of the year. Chairperson Curtis entertained public comment; however, none was forthcoming.

3-F. PURCHASE OF THE JARRARD PROPERTY (5:59:00) - Mr. Guzman advised that the Jarrard Family Trust has agreed to sell to the City lands located west of the Carson River. He discussed the City’s commitment to irrigate the property, and the funding sources for purchase. He anticipates escrow

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 3

will close at the end of May or beginning of June. He thanked the Jarrard family, Mickey Andersen, and the Jarrard family's legal counsel. He acknowledged that the property will remain "under agricultural use." The public will have access to trails near the River and the wetlands. Commissioner Lehmann noted that the Question #18 and Question #1 funding was "dedicated for this purpose." Chairperson Curtis thanked the *Nevada Appeal* for their coverage of this acquisition.

4. AGENDA ITEMS:

4-A. DISCUSSION ONLY REGARDING MUSCLE POWERED'S TRAIL CONSTRUCTION AND MAINTENANCE EFFORTS IN THE CARSON RANGE (6:03:45) - Chairperson Curtis introduced this item, and Mr. Guzman invited Muscle Powered representatives Anne Macquarie and Jeff Potter to the meeting table. Mr. Guzman reviewed the agenda materials. In response to a question, Mr. Potter provided background information on the proposal to construct trails.

Commissioner Brod commended Muscle Powered on their efforts, and discussed the benefit of trails in conjunction with tourism. Ms. Macquarie described the City of Fruita, Colorado as "a mecca for mountain biking," and provided background information on changes made in Fruita to accommodate mountain biking over the past 30 years. Commissioner Lehmann commended Muscle Powered on the Ash Canyon trails. In response to a question, Mr. Potter described the alignment of the Ash Canyon Creek trail. Commissioner Lehmann offered the assistance of the "running community" in constructing trails.

Chairperson Curtis entertained public comment and, when none was forthcoming, thanked Ms. Macquarie and Mr. Potter. She noted the commission's support, and requested the Muscle Powered representatives to provide periodic updates to the commission.

4-B. ACTION TO RECOMMEND TO THE PLANNING COMMISSION APPROVAL OF A SPECIAL USE PERMIT APPLICATION FOR THE SILVER STATE CHARTER HIGH AND MIDDLE SCHOOLS TO BE LOCATED AT JOHND WINTERS CENTENNIAL PARK (6:13:59) - Chairperson Curtis introduced this item, and Mr. Krahn reviewed the agenda materials. (6:19:46) George Szabo, of GL Szabo and Associates, reviewed the proposed site plan, which was included in the agenda materials and displayed in the meeting room. (6:24:31) Mark Palmer, of Palmer Engineering Group, Ltd., provided background information on development of the current proposed site plan. "The thought process behind this and the people involved has just been incredible over the last three months." Mr. Palmer advised that the proposed site plan will be submitted to the Carson City Planning Commission on May 26th, and requested the commission's recommendation of approval. He advised of "a few more issues to get through with the wetlands, but we've done those delineations." An application will be submitted to the Army Corps of Engineers "as part of the process, and that's why the road configuration is the way it is." Mr. Palmer advised that the current proposed site plan has been submitted to the Airport Authority, and that application will be made to the Federal Aviation Administration "to show them where this is in relationship to take-offs and landings ..."

In response to a question, Mr. Palmer explained the Army Corps of Engineers permitting process relative to the wetlands. Mr. Szabo responded to questions regarding the distance of the parking lot from the golf course. A brief discussion took place, and Mr. Palmer provided additional clarification. (6:34:48) In response to a question, Silver State Charter Schools Founder and Executive Director Steve Knight provided background information on the charter school and plans for an elementary school at the subject location.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 4

Mr. Krahn clarified that the special use permit application to be submitted to the Planning Commission is relative to Silver State Charter high school and middle school. In response to a further question regarding the status of the Centennial Park master plan, he advised that staff is currently in negotiation with the consultant to adjust the scope of work relative to fees. In response to a further question, he reviewed the process by which the current consultant was selected. If a fee contract is not able to be negotiated with the current consultant, staff can begin negotiating with the second consultant. In response to a further question, Mr. Krahn anticipates a six to nine month time frame to design the master plan. In response to a question, Mr. Palmer anticipates breaking ground on the charter school project in the fall. Mr. Krahn advised that the master plan consultants will need to consider the charter school project in their design.

In response to a question, Mr. Palmer advised of having received no comments from surrounding property owners with regard to the charter school project. Principal Planner Jennifer Pruitt advised that the Planning Division will send out notices to surrounding property owners on Friday, May 7th. Pursuant to the Carson City Municipal Code, the notification area encompasses 300 feet around the subject parcel. Ms. Pruitt offered to discuss the project with any interested citizen, and provided her contact information. She reviewed the Planning Commission process in which a staff report will be made available to City staff and the public by May 21st. In response to a question regarding the public noticing process, Ms. Pruitt advised of the requirement to notice a minimum of 30 unique parcels of land.

Commissioner Carlson expressed concern with regard to access from the school building to the sports fields across the parking lot. Mr. Szabo and Mr. Krahn responded to questions regarding the purposes for siting the school building and the sports fields as designated on the proposed site plan. In response to a question, Mr. Knight explained purposes for the sports fields. He introduced Silver State Charter Schools board members who were present in the audience.

Chairperson Curtis entertained public comment and, when none was forthcoming, a motion. **Commissioner Smolenski moved to recommend to the Planning Commission approval of a special use permit application for the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park. Commissioner Adams seconded the motion. Motion carried 6-0-1, Commissioner Carlson abstaining.**

4-C. ACTION TO SET A DATE FOR A PARKS AND RECREATION COMMISSION FACILITIES TOUR (6:53:13) - Chairperson Curtis introduced this item, and referred to the staff report. In reference to the future agenda items matrix, Mr. Moellendorf suggested rescheduling the July 6th meeting, in consideration of the July 4th holiday, and devoting the July meeting to the facilities tour. Chairperson Curtis entertained commissioner comments, and a brief discussion followed. Commissioner Smolenski reviewed Mr. Moellendorf's suggestion to devote the July commission meeting to the facilities tour. Following a brief discussion regarding the tour start time, Chairperson Curtis entertained a motion to schedule the tour for 5:00 p.m. on the second Tuesday in July. **Commissioner Carlson so moved. Commissioner Smolenski seconded the motion. Motion carried 7-0.**

5. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:58:45) - Chairperson Curtis introduced this item, and requested to add workgroup reports to the agenda. She reviewed the Adopt-A-Park Program application form included in the agenda materials.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the May 4, 2010 Meeting

Page 5

5-A. REPORT FROM SCHOOL BOARD LIAISON (7:00:56) - Commissioner Carlson announced a meeting scheduled for 7:00 p.m. on Thursday, May 6th at Carson Middle School “for all the parents who will have students at Carson Middle School next year to discuss the requirement for uniforms.”

6. FUTURE AGENDA ITEMS - None.

7. ACTION ON ADJOURNMENT (7:01:48) - Commissioner Smolenski moved the adjourn the meeting at 7:01 p.m. The motion was seconded, and carried 7-0.

The Minutes of the May 4, 2010 Parks and Recreation Commission meeting are so approved this 1st day of June, 2010.

DONNA CURTIS, Chair