A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, May 18, 2004 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Tom Keeton

Vice Chairperson Donna DePauw

Donna Curtis
John Felesina
Michael Hoffman
Pete Livermore
John McKenna
Thomas Patton

**STAFF:** Scott Fahrenbruch, Acting Parks and Recreation Director

Juan Guzman, Open Space Manager

Vern Krahn, Park 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 during regular business hours.

**CALL TO ORDER AND ROLL CALL** (1-0008) - Chairperson Keeton called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Herst was absent.

### CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0018) - None.

- 1. ACTION ON APPROVAL OF MINUTES April 20, 2004 and May 4, 2004 (1-0025) Vice Chairperson DePauw moved to approve the minutes. The motion was seconded and carried 8-0.
- **2. CHANGES TO THE AGENDA** (1-0044) None.
- 3. AGENDA ITEMS:
- 3-A. ACTION TO INCORPORATE A UNIFIED TRAIL IMPLEMENTATION PLAN TO BE INCLUDED WITH THE SCOPE OF WORK OF THE PARKS AND RECREATION ELEMENT TO THE MASTER PLAN (1-0050) Mr. Krahn provided background information on this item, and reviewed the staff report and the scope of work (Exhibit A). He advised that the Open Space Advisory Committee took action to support this item at their May 17, 2004 meeting. Mr. Fahrenbruch noted two critical elements of the plan: acquisition of connector parcels and prioritization of trails within the plan. Mr. Krahn advised that Development Services Director Andrew Burnham considered the Unified Trails Implementation Plan ("UTIP") significant enough to have committed funding from the comprehensive master plan budget. Additional funding may be requested, if necessary in the future. Mr. Krahn further advised that staff is interested in developing a steering committee comprised of Parks and Recreation Commissioners, and members of the Open Space Advisory and Carson River Advisory Committees to work together with staff and the consultants.

Page 2

In response to a question, Mr. Krahn advised that the UTIP will be county-wide, and that prioritization will be done "along the way." In response to a question, Mr. Fahrenbruch explained that the Eagle Valley Trail System Plan is conceptual; the UTIP will serve as a master plan. He advised that the Commission will work together with staff and the consultant to develop the UTIP. He discussed the benefit of having the same consultant develop the trails element of the master plan. In response to a comment, Mr. Fahrenbruch explained that the Eagle Valley Trail System Plan will serve as a base for the UTIP. He explained the purpose of this agenda item to determine whether the UTIP should be included as part of the parks and recreation master plan element and to approve the corresponding scope of work. Commissioner Curtis expressed support for the UTIP.

Mr. Krahn acknowledged the effort and time invested in the Eagle Valley Trail System Plan, but pointed out the need to review such plans after a five-year period. He reiterated that the Eagle Valley Trail System and the Bicycle System plans will be used as the "starting point" to determine land acquisition and connection priorities. In response to a question, Mr. Guzman advised that the Planning and Community Development Department handles exemptions, and that an established master plan "carries a lot of weight" with regard to development. In response to a question, Mr. Krahn advised that the UTIP would integrate connectivity and linkages with facilities in neighboring counties. In response to a further question, Mr. Krahn explained that staff will work to identify trail routes prior to entering into discussions with willing sellers. Commissioner Curtis moved to incorporate the Unified Trail Implementation Plan with the scope of work of the parks and recreation element to the master plan. Commissioner Hoffman seconded the motion. Motion carried 8-0.

ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS TO APPROVE THE LEASE AGREEMENT BETWEEN CARSON CITY AND THE RETIRED SENIOR VOLUNTEER PROGRAM ("RSVP") TO ESTABLISH TERMS AND CONDITIONS FOR THE RSVP FACILITY TO BE CONSTRUCTED AND OPERATED ON CENTENNIAL PARK PROPERTY PATENTED UNDER THE PROVISIONS OF THE RECREATION AND PUBLIC PURPOSES ACT TO THE CITY BY THE BUREAU OF LAND MANAGEMENT ("BLM") (1-0465) - Mr. Fahrenbruch provided background information on this item, and reviewed the staff report. He referred to the Lease Agreement included in the agenda materials and, in response to a question, explained the RSVP proposal to construct their headquarters and an office facility to house other non-profit groups on City property patented through the Bureau of Land Management. He acknowledged that the Lease Agreement will be between the RSVP and the City, and that the RSVP may sublet to other non-profit organizations. If the Lease Agreement is ever terminated, the property and any improvements will revert back to the City. If construction does not commence by June 2007, the Lease Agreement will be dissolved. Mr. Fahrenbruch acknowledged that there will be no payment due the City by RSVP, and no payment would be due RSVP if the Lease Agreement is terminated and the property and improvements revert back to the City.

In response to a question, Commissioner Livermore provided background information on the humane society's involvement in development of the property. Mr. Fahrenbruch acknowledged that there is sufficient property to accommodate other non-profit entities. He responded to questions regarding the action of the Parks and Recreation Commission reflected in the July 15, 2003 meeting minutes which were included in the agenda materials. In reference to said action, Commissioner McKenna questioned whether

the Commission should support the Lease Agreement. Discussion took place regarding the same, and Commissioner Livermore provided an overview of the Board of Supervisors deliberations with regard to this matter. Commissioner Curtis moved staff's recommended action. Commissioner Hoffman seconded the motion. Motion carried 6-2.

# 3-C. DISCUSSION AND ACTION REGARDING MEMORIALIZING THE LIFE AND PUBLIC SERVICE OF FORMER PARKS AND RECREATION COMMISSIONER EDWARD R.

MORAN (1-0780) - Mr. Fahrenbruch reviewed the staff report, and discussed various ways to memorialize Mr. Moran together with other individuals who have contributed to parks and recreation and the aquatic facility. He referred to Resolution 1988-R-59, included in the agenda materials, and read paragraphs 4 and 5 into the record. Commissioner McKenna expressed support for planting a memorial tree. Vice Chairperson DePauw expressed support for at least planting a memorial tree, and requested that it be planted near Denise Moran's memorial tree. Commissioner Livermore provided background information on Resolution 1988-R-59, and suggested naming the entrance from Roop Street to the aquatic facility for Mr. Moran. Commissioner McKenna reviewed the School Board's policy for naming school facilities, and suggested "moving slowly" on naming park facilities for real persons without having received significant public support. Vice Chairperson DePauw agreed, and suggested a future agenda item to consider developing a method for memorializing people who have contributed to parks and recreation in Carson City. Commissioner Livermore expressed support for further memorializing Mr. Moran in addition to planting a memorial tree. He offered to work with Vice Chairperson DePauw to develop a future agenda item.

Chairperson Keeton expressed support for considering a method for memorializing people who have contributed to parks and recreation. Vice Chairperson DePauw moved to plant a tree at the aquatic facility to memorialize the life and public service of former Parks and Recreation Commissioner Edward R. Moran, and that the tree be planted as close as possible to the memorial tree planted in honor of Denise Moran. Commissioner Livermore seconded the motion. In response to a question, Mr. Fahrenbruch advised that the tree will cost approximately \$200. Commissioner Livermore contributed \$100 toward purchase of the tree, Chairperson Keeton contributed \$50, and Vice Chairperson DePauw contributed an additional \$50. Chairperson Keeton called for a vote on the pending motion; motion carried 8-0. Mr. Fahrenbruch advised that he would be attending, together with former Parks and Recreation Director Steve Kastens, Mr. Moran's memorial service scheduled for 3:00 p.m. on Saturday, May 22<sup>nd</sup>. (1-1634) Commissioner Livermore advised of having received a phone call from David Morgan, who offered to contribute an additional \$50 toward purchase of the memorial tree.

#### 4. NON-ACTION ITEMS:

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT PROJECTS (1-1206) - Mr. Fahrenbruch reported that the landscaping and irrigation portion of the Northridge Linear Park phase 2 had been accepted by the Parks Department, which triggers the two-year maintenance agreement with the developer. Mr. Krahn recommended that the Commissioners drive along Northridge Drive to view the linear park. Mr. Fahrenbruch displayed an article regarding the Pony Express Pavilion published in this morning's newspaper, and commented that the headline could have been worded more appropriately and in better keeping with the body of the article. He advised that conversion of the Pony Express Pavilion is only one of several options for the new recreation facility. He corrected factual errors contained in the article, and advised that he had discussed

the same with the newspaper editor, who agreed to publish a correction. Chairperson Keeton advised that City Manager Linda Ritter responded to the newspaper editor by e-mail to correct the factual errors contained in the article.

STATUS REPORT ON UPDATE OF THE PARKS AND RECREATION ELEMENT TO THE MASTER PLAN (1-1308) - Previously covered.

STATUS REPORT ON STATEWIDE BALLOT QUESTION #1 PROGRAM, GRANT APPLICATIONS, AND PROJECTS (1-1326) - None.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1328) - Mr. Fahrenbruch reported on the Nevada Hispanic Services Employee of the Year Award which was recently conferred upon Mr. Guzman. Chairperson Keeton requested Mr. Fahrenbruch to convey the Commission's congratulations. Mr. Fahrenbruch advised that 37 applications for the Parks and Recreation Director position had been received. The application closing date is June 4<sup>th</sup>. Mr. Fahrenbruch advised that Ms. Ritter will be requesting the chairs of each of the Parks and Recreation Commission, the Open Space Advisory Committee, the Carson River Advisory Committee, the Shade Tree Council, and the Youth Sports Association to serve on an interview panel. Commissioner McKenna requested Mr. Fahrenbruch to convey to Ms. Ritter the importance of involving a School Board representative in the process.

STATUS REPORTS AND COMMENTS FROM COMMISSIONERS (1-1186) - Chairperson Keeton noted the joint meeting scheduled with the Planning Commission on Wednesday, May 26<sup>th</sup>. (1-1382) Mr. Fahrenbruch responded to questions regarding the status of the proposed skateboard park at the Centennial Sports Complex, the proposal to landscape along Longview Drive, and the status of the well head construction project at Sunset Park. He advised of having received no complaints regarding the well head construction project, and that Development Services staff have committed to rehabilitate the park. Mr. Fahrenbruch acknowledged that a wellhead is being installed near the caretaker's residence at Fuji Park. In response to a question, Mr. Fahrenbruch reviewed access to the Edmonds Sports Complex. Commissioner Patton advised of having recently met Kathy Blankenship, of the Boys and Girls Club, and of providing an overview of the recent presentation provided by Recreation Division staff at the May 4<sup>th</sup> Commission meeting. He suggested to Ms. Blankenship that she contact Chairperson Keeton to request agendizing a presentation regarding Boys and Girls Club programs. Commissioner Livermore advised that he had relayed to the Board of Supervisors details of the presentation and discussion which took place at the May 4<sup>th</sup> Commission meeting. In response to a comment, Mr. Fahrenbruch discussed the work being done by Energy Nevada to address lighting throughout the City, including at Governor's Field, the Fairgrounds rodeo arena, and the lower Centennial softball complex.

**FUTURE AGENDA ITEMS FROM COMMISSIONERS** (1-1637) - Commissioner Curtis requested staff to agendize a presentation of the trail which is being proposed by Development Services on the Moffat open space property. Mr. Fahrenbruch provided background information on the purpose of the trail and advised that once details are known with regard to recreation purposes, staff will agendize a presentation.

**5. ACTION ON ADJOURNMENT** (1-1725) - Commissioner Livermore moved to adjourn the meeting at 7:09 p.m. The motion was seconded and carried 8-0.

The Minutes of the May 18,	2004 meeting of the	Carson City Parks	and Recreation	Commission are so
approved this 20th day of July	7, 2004.			

THOMAS N. KEETON, Chair