

CARSON CITY PARKS AND RECREATION COMMISSION

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, July 16, 2002 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson Stacie Wilke

Lou Cabrera
Donna DePauw
Tom Keeton
Glen Martel
Larry Osborne

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Operations Director
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 and inspection during regular business hours.

CALL TO ORDER AND ROLL CALL (1-0001) - Vice Chairperson Wilke called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Chairperson Dunn and Commissioners Plank and Simms were absent.

ACTION ON APPROVAL OF MINUTES - June 18, 2002 (1-0008) - Commissioner Keeton moved to accept the minutes, as presented. Commissioner DePauw seconded the motion. Motion carried 6-0.

PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0014) - Bob Luce, a resident of Long Ranch Estates, introduced other Long Ranch Estates homeowners in the audience. He distributed written comments to the Commissioners and staff, and circulated photographs illustrating his concerns. He reviewed the written comments and the photographs. He circulated the letter to Capital Engineering which was referenced in his written comments. He expressed concern over the response received from City departments, and commented that the performance of the developer is "disgraceful." He expressed the opinion that the City should take direct action against the developer to ensure he "lives up to his commitments." Commissioner Osborne suggested that staff meet again with Mr. Luce to discuss different alternatives, and agendize the matter for a future meeting with the understanding of the Commission's role in this matter. Mr. Kastens indicated he would be more than happy to meet with Mr. Luce and to agendize the matter for a future meeting.

AGENDA ITEMS:

1. REVIEW AND ACTION ON SPECIAL EVENT, "9/11 REMEMBERED" IN MILLS PARK ON SEPTEMBER 11, 2002 (1-0153) - Mr. Kastens reviewed the staff report and introduced Tim Hartman, of Premier Production Group, L.L.C. Mr. Hartman provided background information on Premier Production Group, discussed the purpose of the proposed event, and provided a detailed review of the

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application included in the agenda materials. The Commissioners commended Mr. Hartman on development of the event. In response to a question, Mr. Hartman advised that Premier Production Group is presently a volunteer organization which is in the process of applying for 501(c)(3) status under the Internal Revenue Code. He reviewed the presentations and programs scheduled for the event, as outlined in the information packets, and advised that a decision has yet to be made as to the exact date of the event since September 11th falls on a weekday.

In response to a question, Mr. Kastens advised that a special use permit is not required because the event is one day only. He explained the purpose for presenting this item to the Commission. He reiterated staff's concerns, as outlined in the staff report, and indicated that these concerns have been or are being addressed by Premier Productions. He advised that September 11th has been reserved for the event and indicated that staff will have to check the availability of September 14th. He discussed parking issues, traffic control, and the possibility of areas other than along Highway 50 which may be available for parking. In response to a question, Mr. Kastens advised that non-profit event applications are different only from the standpoint of fees charged. He acknowledged that the Parks and Recreation Department has no responsibility for following up on non-profit events with regard to accountability.

Mr. Hartman reviewed the additional proposal for raising a temporary memorial flag, and Mr. Kastens discussed staff's involvement in this element of the event. In response to a question, Mr. Hartman explained the nature of Premier Productions Group limited liability company. He responded to additional questions regarding the event budget. Mr. Kastens responded to questions regarding the City's time table for Premier Productions to address special event requirements and the concerns outlined in the staff report. He advised Mr. Hartman that Premier Productions Group will be provided the applicable deadlines. **Commissioner Cabrera moved that the Parks and Recreation Commission approve the use of Mills Park for the first annual 9/11 Remembered community event provided the standard requirements for a special event, as established by the Parks and Recreation Department, are met by Premier Productions, LLC. Commissioner Martel seconded the motion. Motion carried 6-0.**

2. REVIEW AND ACTION TO APPROVE A PORTION OF THE MILLS PARK ARBORETUM AS A MEMORIAL GROVE COMMEMORATING THOSE WHO HAVE LOST THEIR LIVES TO ALS (AMYOTROPHIC LATERAL SCLEROSIS) (1-0781) - Mr. Kastens reviewed the staff report. In response to a question, he advised that 5-8 new trees will be planted in the Arboretum prior to the annual ALS Association's "Walk to Defeat ALS" in September. He acknowledged that staff will consider similar requests in the future. Mr. Kastens reviewed the proposal for a kiosk, referred to a sample photograph included in the agenda materials, and advised of staff's direction with regard to the same.

In response to a question, Mr. Fahrenbruch advised that the Shade Tree Council reviewed the proposal and unanimously approved it on the condition that the ALS Association meet the City's standards for approved trees, planting practices, and any other conditions set forth by the City with regard to introducing trees to the Arboretum. In response to a question, Mr. Kastens advised that the Parks Department will maintain the trees. He proposed that the ALS Association be responsible for maintenance of the kiosk, and suggested incorporating the specifics into the motion. Commissioner Cabrera suggested defining the

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standards for maintenance of the kiosk. Commissioner Keeton suggested establishing standards for uniformity in kiosk design. Mr. Fahrenbruch clarified that the Shade Tree Council's approval was contingent on the ALS Association meeting the standards of the Parks Department with regard to the appearance of trees, the kiosk, and maintenance of the kiosk. **Commissioner Martel moved that the Parks and Recreation Commission approve that staff work with the ALS Association of Northern Nevada to establish a portion of the Mills Park Arboretum for a memorial grove commemorating those who have lost their lives to ALS, provided that the type of trees, the method of planting, and other standards established by the Parks Department are maintained; that the trees are maintained by the Parks and Recreation Department; that the kiosk is maintained by the ALS Association; that the ALS Association shall provide the kiosk and updates to the kiosk; and that the design of the kiosk is also subject to Parks Department standards. Commissioner Osborne seconded the motion. Motion carried 6-0.**

GENERAL DISCUSSION:

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-0957) - Commissioner Keeton requested staff to agendaize discussion of the Long Ranch Estates issue. Mr. Kastens advised that staff will meet with the Long Ranch Estates residents and agendaize an item appropriate to the outcome of the meeting.

COMMENTS FROM COMMISSION MEMBERS (1-0980) - Vice Chairperson Wilke advised that enrollment in the joint program between the Parks and Recreation Department and the School District to bus students to summer activities has increased to 800 children. She expressed appreciation to the Parks and Recreation Commission for their involvement in this program. In response to a question, Mr. Kastens advised that there are now two kayak/canoe entry points on the Carson River, one at Carson River Park and another off of Morgan Mill Road. Mr. Kastens advised that Commissioner Simms requested him to inform the Commission that one of the Carson City Little League teams is playing tonight at Governor's Field in the Carson Nationals championship game. He advised that the district tournament is being held at Governor's Field, and that Commissioner Simms informed him that everything is going very well at the complex. Commissioner Simms expressed appreciation to all of the Parks Department staff who worked on the fields: Scott Fahrenbruch, Rex Johnson, Tom Kunkle, and Walt May; and to Jerry Graf and his wife, as caretakers. As Little League President, Commissioner Simms expressed appreciation to all the coaches, the umpires, the snack bar workers, the volunteers, and everyone who has invested a great deal of time and effort. He has received many accolades for the tournament, the complex, and wanted to ensure that the public is aware Carson City is well represented. Commissioner Simms also expressed appreciation to Recreation Superintendent Barbara Singer and her staff for "late sign ups for Little League this year."

STATUS REPORTS FROM COMMISSION MEMBERS (1-1051) - None.

COMMENTS AND STATUS REPORTS FROM STAFF (1-1050) - In response to a question regarding the status of the trail head at Wellington Crescent, Mr. Kastens advised that Sierra Pacific Power Company and Nevada Bell are negotiating relocation of the power boxes. In response to a further question, Mr. Kastens advised that the Mayor and the Board of Supervisors issued a proclamation in June 2002

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declaring July Parks and Recreation month. In addition, National Aquatics Week began on July 14th.

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-1075) - Mr. Kastens advised that bids for the improvements at Fuji Park should be let in the near future.

ADJOURNMENT (1-1085) - Commissioner Keeton moved to adjourn the meeting at 6:36 p.m. Commissioner Osborne seconded the motion. Motion carried 6-0.

The Minutes of the July 16, 2002 meeting of the Carson City Parks and Recreation Commission are so approved this _____ day of August, 2002.

JIM DUNN, Chair