

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 4, 1997 Meeting

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A regular meeting of the Carson City Parks and Recreation Commission was held on Tuesday, March 4, 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
Jay Meierdierck
Larry Osborne
Jon Plank
Susan Scholley
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Barbara Singer, Recreation Superintendent
Scott Fahrenbruch, Parks Superintendent
Kurt Meyer, Recreation Supervisor
Mark Brenner, Recreation Specialist
Fran Smith, Recording Secretary
(PR 3/4/97 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 6:00 p.m. A roll call was taken and a quorum was present although Commissioner DeMar was absent and Commissioners Kennedy and Scholley had not yet arrived. (Kennedy arrived at 6:03 p.m. and Scholley arrived at 6:10 p.m.)

B. APPROVAL OF MINUTES - None.

C. PUBLIC COMMENT - None.

AGENDA ITEMS

1. REVIEW AND POSSIBLE ACTION ON ALL PARK MASTER PLANS FOR LAND ACQUISITION AND CAPITAL IMPROVEMENT NEEDS - (1-0023.5) Mr. Kastens commented that almost all the agenda items related to the budget in some form or other and were included as exhibits in the packet. He explained that the Commission had previously reviewed all the parks and established categories for the sites. He suggested that the Commission provide comments or suggestions on whether land should be acquired or identify specific capital improvements. He noted these could be incorporated into the five year CIP plan.

(1-0075.5) Chairperson Elverum asked how far into the plan the Commission was. Mr. Kastens explained it is the second year but that they always look five years down the line. Chairperson Elverum also asked about the status of Jail Park. Mr. Kastens said it should have been removed from the list. Commissioner Osborne noted there were several things for Fuji Park and asked for an update on what was happening there with regard to the events center and other projects. Mr. Kastens felt at this point as far as Jail Park is concerned it should probably be eliminated from this year's budget process and pursue the program currently in place which is a RFP to try to determine a substitute site. He added as far as the Fairgrounds go he had discussed with the District Attorney and City Manager as to how long the City would allow for Bar One Enterprises to come forward with a proposal. He added that recently the City Manager had a meeting with Bar One for an update on their progress. He added at that time the City Manager had requested they provide the City with some type of a proposal or the City would have a sixty day termination date. He noted that Bar One felt that was adequate for them to produce a product or terminate the relationship with the City in pursuing one. He did not feel this would help in this budget year because it would be after the budget process by the time the City could get a commitment one way or the other. He said they need to

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continue to think it will come to fruition; therefore, the Commission should not be seeking capital improvement dollars for an events center until it is known what is happening.

(1-0127.5) An extensive discussion ensued on what the Master Plan says regarding existing parks and what would be needed at potential park sites. Following the discussion Chairperson Elverum solicited any further comments. Commissioner Meierdierck said he wanted to pursue Centennial Park and noted that the City was in the process of giving the management of the golf course to a non profit organization. He felt that some modification and review of the Master Plan for Centennial Park needed to occur. He said the Master Plan had not been updated since the original acquisition of the park in 1980. On Edmonds he felt the Commission needed to review that Master Plan in light of the recommendations in the City's land use element of the Master Plan that calls for extensive additional RP&P applications for the 80 acres north of it. He felt those types of things need to be taken into consideration in this portion of the agenda. He felt another issue was the linear park and felt the Commission needed to review that non-plan and take into consideration the NDOT portion that was promised and how that works together. Chairperson Elverum felt that the agenda item only dealt with land acquisition and capital improvement needs and expressed his belief that Commissioner Meierdierck was suggesting a general overall review of the plans because of some changes. He asked Mr. Kastens for clarification. Commissioner Meierdierck noted that staff had stated they had reviewed the Master Plan for each park and that the response to his first question was that the Master Plans are probably out of date especially when Edmonds is considered. He said at Centennial they were looking at a land exclusion rather than an acquisition. He said it was his feeling the Master Plans are wholly out of date and that is what the Commission was basing this portion of the budget request on and the budget review need to be updated. Mr. Kastens said he would not have the time to do that for this budget process and would have to employ some type of services to help him update the Master Plans. He said it was his intent, as far as land acquisition at Edmonds, was to review the park Master Plans and said he understood that the Master Plans were out of date but the only land acquisition on the horizon was at Edmonds and is being pursued as an RP&P which is at no cost to the City. However, he said an RP&P calls for a Master Plan which needs to be generated. He added he felt comfortable he could pursue some type of a plan that would facilitate BLM's allowing the City the RP&P for Edmonds. Commissioner Kennedy felt that the Commission was talking about two different things with regard to the agenda item. He said one was the agenda item and the other was the need to perhaps pursue and go back and review the Master Plan and bring it up to date. He added that in relationship to what the Commission was trying to accomplish at this meeting asking for that was not probable from a time standpoint in terms of this year. He added that Commissioner Meierdierck's point was well founded in that these need to be updated but felt this could be an agenda item in the future so that the Commission would be working with updated material but that it should not be brought forth at this point in terms of this agenda item. He suggested looking at this perhaps in January 1998. Commissioner Chapman agreed with Commissioner Kennedy on the need to take a broader look and do some thorough planning in order to make a wise decision when spending the public's money. No formal action was taken.

2. REVIEW AND POSSIBLE ACTION ON NATIONAL PARKS AND RECREATION SOCIETY MAINTENANCE STANDARDS FOR EACH PARK - (1-0489.5) Mr. Kastens referred to the staff report which listed each park and the maintenance standard modes assigned to them. He said staff and the Commission had previously reviewed each facility and assigned mode categories for maintenance. He cited as an example that Mode I was the highest intensity and that Mode VI is basically little or no maintenance. He added they had tried to develop a budget for the Parks Division that would allow maintenance of those areas pursuant to the definitions of mode that had been established. Mr. Fahrenbruch explained he had gotten the criteria from park maintenance standards which were created by park professionals throughout the country and compiled by the National Recreation and Parks Association. He noted that these modes are used as a review tool to help him see where he is at with regard to each park and what changes might possibly be needed in the maintenance at the sites. Commissioner Osborne asked if these modes were local or national and Mr. Fahrenbruch said they are fairly generic but each area could be different. He also said there had been training at conferences on how to use the modes. Commissioner Meierdierck asked if there are any facilities where he would want to increase the existing operating mode. Mr. Fahrenbruch felt that the modes are fairly adequate but he would like to get sports facilities closer to Mode I and cited examples. He noted that some of this relates to budget and time constraints, and a shortage of staff. Commissioner Kennedy then moved that the Commission accept the recommendation of staff and approve the maintenance standards as presented. Commissioner Plank seconded the motion. Motion carried

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8-0.

3. REVIEW AND POSSIBLE ACTION ON 5 YEAR CAPITAL IMPROVEMENT PROGRAM - (1-0639.5) Chairperson Elverum asked that the Commission keep their comments more on broad policy issues rather than get bogged down on details. Mr. Kastens had provided a list that had been developed of all the projects to be considered. These included the assigned priority code for each site, the item, the estimated cost, the funding source, and whether or not maintenance is required. He explained that some items had been added from last year's five year plan and others had been removed. An extensive discussion ensued during which he provided details on the items, answered questions from the Commission, and listened to their comments and suggestions. Commissioner Osborne then moved that the Commission accept the five year capital improvement program as submitted knowing that further in the agenda Commissioners will have the opportunity of prioritizing their items on the list. Commissioner Wright seconded the motion. Discussion ensued on the possibility of making changes in the priority codes, and adding or deleting items. It was determined that these changes could not be made because of the wording of the motion. Commissioner Osborne withdrew his motion and Commissioner Wright accepted the withdrawal. More discussion took place on the changes the Commission wished to make. Commissioner Scholley then moved that the Commission move the Riley Circle item to a Priority A. Commissioner Meierdierck seconded the motion. He also had a question on the funding source. Mr. Kastens clarified that Riley Circle had been identified for 1998-99. Commissioner Meierdierck then proposed an amendment to the motion that the Riley Circle park have two items, both coded as, one would be renovation for turf development for \$5,000 and the second would be Riley Circle playground equipment replacement for \$11,500; the renovation turf development should have a "Yes" in the new maintenance requirement column and the playground equipment replacement line item would have a "No". Commissioner Scholley accepted the amendment. Motion carried 8-0.

(1-1515.5) Commissioner Osborne referred to the Pony Express section on the list and asked what would happen if the CCCVB relinquished the part of the operation for which they have been responsible and Mr. Kastens provided extensive details.

(1-1621.5) Commissioner Scholley referred to the radio control park clubhouse "B" category and said she did not feel it should have that type of priority. She then moved to change that item to a "C". Commissioner Chapman seconded the motion. Motion carried 8-0. She also moved to change the Centennial Park tennis court improvements to a "C". Commissioner Osborne seconded the motion. Motion carried 7-1. (Commissioner Chapman voted naye.) Commissioner Scholley questioned the "A" code on the concrete paths for Ross Gold Park. Mr. Kastens explained that the existing asphalt paths are falling apart and are being overrun by grass. He added that this item had come from staff and it was felt it is best for the park to install the concrete paths. Mr. Fahrenbruch explained how the new paths would also make the entire park ADA accessible. Commissioner Scholley asked if it was appropriate to delete all the Capital City Focus items. Commissioner Plank noted that two of the items relate to Quality of Life projects. Discussion ensued on how the list had been developed. Commissioner Scholley then moved that the Master Plan studies item was a vague and undefined concept and that it should be removed from the "A" category and put into a "D"; the landscape architect consultant moved to a "C", and make the gang activity-recreation alternative an "A". Commissioner Plank seconded the motion. Commissioner Meierdierck commented that the list had been set by the Capital City Focus and were a reflection of that group's priorities and recommended that it remain as presented and Commissioner Chapman agreed. Motion did not carry 3-5. Commissioner Kennedy then moved that the Commission accept the recommendation for approval of the five year CIP program as presented with the additions and deletions that were voted to it. Commissioner Meierdierck seconded the motion. Motion carried 8-0.

Chairperson Elverum recessed the meeting at 7:55 p.m. When he reconvened the meeting at 8:00 p.m. a quorum was present.

4. REVIEW AND POSSIBLE ACTION ON REPORTS TO THE COMMISSION BY VARIOUS COMMITTEES FOR BUDGET PROPOSAL PURPOSES - (1-1951.5) Chairperson Elverum said this item requires no action and moved it to the end of the agenda.

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5. REVIEW AND POSSIBLE ACTION ON 1997-98 PARKS AND RECREATION BUDGET - (1-1933.5) Chairperson Elverum asked that the Commission keep their comments off the minutia of the budget.

Recreation - Barbara Singer - Mark Brenner - Mitch Ames - Kurt Meyer - (1-1961.5) They provided details on specific items, the work sheets, special requests, and responded to questions and comments from the Commission. Included were discussions on goals and objectives, the pool, the theater, a new gymnasium, expansion of the office, the weight room, new coverings for the lobby floor and the gymnasium floor, and the organization chart.

Parks Maintenance - Scott Fahrenbruch - The same format as the previous budget was followed. Included in the discussion on this budget were a revised organizational chart, a proposal for a central irrigation control system, the Pony Express Pavilion, the Downtown Beautification project, parks and playground equipment replacement, a ramp for ADA access to the train in Mills Park, new portable radios for his people in the field, new tables and benches for various parks, sprinkler head replacements at the Edmonds Sports Complex, and a possible restroom addition to the radio controlled flying field.

Parks Administration - Mr. Kastens - (2-0441.5) He said there were some adjustments in services and supplies, particularly in the utility line items. He explained this was because of the move to their new shop. He noted there were no changes to the organizational chart. He then reviewed his line items worksheet for the Commission. He also commented on what services and personnel will be needed in implementing the Question #18 program.

Grants, Gifts and Donations - Sandy Tschumperlin - (2-0645.5) She explained that this budget handles their ongoing money each year for the softball association, the Youth Sports Association, and any grants they receive. She said it also handles the Fuji Park Horsemen's Association. She explained that the special request for an increase of \$2,000 from the general fund was to cover additional lighting costs for YSA activities at sports facilities.

Pony Express Pavilion - Sandy Tschumperlin - (2-0695.5) She explained this is basically a services and supplies budget. She added that they are allocated \$20,000 each year from the general fund and covers building repairs and maintenance. Mr. Kastens said as this budget stands now he did not feel there is a need to make any adjustments until a decision is made on the CCCVB subject discussed earlier.

Residential Construction Tax - Sandy Tschumperlin - (2-0803.5) She provided details on the sources of revenues and that they estimate them. She added that this year they had adjusted the figures because the revenues look like they will be higher than originally anticipated. Commissioners had questions on some of the computations and she explained the process that is used.

Bonds - Sandy Tschumperlin - (2-1009.5) She said this is a very simple budget that basically is for debt retirement.

At this point Mr. Kastens commended Mrs. Tschumperlin and staff for their hard work in putting the budgets together.

Commissioner Osborne then moved to accept the Parks and Recreation budgets as submitted. Commissioner Kennedy seconded the motion. Motion carried 7-1. (Commissioner Meierdierck abstained.)

Chairperson Elverum called a recess at 10:15 p.m. When he reconvened the meeting a quorum was present.

6. REVIEW AND POSSIBLE ACTION ON 1997-98 CAPITAL IMPROVEMENT BUDGET REQUESTS - (2-1095.5) Mr. Kastens expressed his belief that the Commission had pretty much discussed this subject throughout the evening. However, he asked for clarification on moving the Riley Circle renovation to the list and noted that playground equipment had also been discussed. He asked for direction as to whether the Commission wanted to move the Mills Park or Sunland Vista playground equipment to a later year and insert Riley Circle in its place. Commissioner Scholley felt that bumping Riley Circle to an "A" was more than covered by

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some of the items that had been deleted. Commissioner Elverum commented on how long the process had taken this evening. He suggested that the Commissioners take this home, study it, decide what they want to do, and come back to vote on it. Mrs. Tschumperlin said the CIP committee was scheduled to meet March 24. Mr. Kastens said he could take the results of the Commission's recommendation to the CIP committee at that time. Discussion ensued on the system the Commission should use to rate these items. Chairperson Elverum then said this would be continued to the next meeting.

7. REVIEW AND POSSIBLE ACTION ON DIRECTION ON HOW TO PROCEED ON FUTURE ALLOCATION OF RESIDENTIAL CONSTRUCTION TAX - (2-1273.5) Mr. Kastens said, based on the recent review of the RCT, the Commission would see in staff's projection there is approximately \$200,000 available for allocation to applicants this calendar year. He asked if the Commission wished to direct staff to proceed with the announcements and begin the process. He added this would be with the understanding that last year if anybody submitted an application they did not have to re-submit this year because they would automatically be included in the applications for this year. Commissioner Osborne felt that the public should know what the funding could be and that the Commission should proceed. Commissioner Kennedy agreed with Commissioner Osborne and suggested that the applicants be sent a letter asking that they re-submit advising them where the Commission is in dollars and cents so that they can have a sense of reality of the situation. Commissioner Scholley said "So moved." Commissioner Osborne seconded the motion. Motion carried 8-0.

8. REVIEW AND POSSIBLE ACTION ON COMMISSION SUPPORT FOR QUALITY OF LIFE INITIATIVE LEGISLATION - (2-1353.5) Mr. Kastens reported he had attended an Open Space Committee meeting March 3. He added he had given the Committee a brief history of Question #18. He also said he had reminded them that they had partners in the funding, that being the Parks and Recreation Commission because they are going to be involved in the capital projects that will be coming forth. He commented that they had seemed to be very willing to work with the Commission because they know that is a must for them. He also said they understand the partnership between both entities and are also looking forward to working with the Planning Commission and the Board of Supervisors on all these issues. Commissioner Osborne reiterated a concern he had expressed previously on the possibility of overlap and duality. He noted that staff would be taking on additional duties and responsibilities. He did not feel it was necessary to create a special committee to oversee the sales tax initiative. He added, however, the voters of the community approved the question and said he would support any motion that goes to the Legislature to ask them to support the direction of a majority of the voters. Commissioner Meierdierck said at the meeting the previous night a copy of the bill draft was submitted. He felt it contains some wording this Commission might want to review and provided details on how the percentages are to be shared. Commissioner Osborne said he wanted to see the bill and not a bill draft. At this point Mr. Kastens solicited comments from the Commissioners. Commissioner Kennedy felt that the Commission should get copies of the document that will be presented to the Legislature. Commissioner Osborne commented that staff's recommendation was that the Commission approve the drafting of a letter or similar document to support the Quality of Life legislation. Commissioner Osborne then moved that the Carson City Parks and Recreation Commission direct staff to prepare a letter of support from this Commission to the Board of Supervisors to be used to support the passage of the Quality of Life initiative, Question #18 in Carson City, and that be provided to the Legislature. Commissioner Kennedy seconded the motion. Commissioner Chapman said what he supported was the Quality of Life issue as presented to the voters. He added he had difficulty supporting anything other than a general recommendation. He said he personally felt that the Commission as a whole should review the bill before it is finalized so they can provide input. Motion carried 8-0.

(2-1603.5) Mr. Kastens had indicated earlier that he had seen the draft and Commissioner Plank asked if it talks about anything relating to adjusting the sales tax to support the ballot question that had been voted on. Mr. Kastens said it is quite long and had many definitions. He expressed his concern with some of the language and said he had submitted corrections to Legislative legal counsel for review and when it was returned some of it had been stricken. Commissioners agreed they would like to see a copy of the bill. No formal action was taken.

4. REVIEW AND POSSIBLE ACTION ON REPORTS TO COMMISSION BY VARIOUS COMMITTEES FOR BUDGET PROPOSAL PURPOSES - (2-1705.5) Mr. Kastens felt this was a moot issue in the event that anyone wanted to add something to the budget as presented. Commissioners agreed and no formal

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action was taken.

GENERAL DISCUSSION

Future Agenda Items from Commission Members - Commissioner Meierdierck said he had visited the pending park at Long Ranch, noting the flood impact, and felt it could not be developed as the Commission had approved it and asked that the Commission re-visit the Master Plan for the Long Ranch neighborhood park and asked that the developer come to the Commission with a revised plan with input from Public Works on how the flood impact will change the future operation of the park. Mr. Kastens said there had been a major impact and said he had discussed this with Public Works. He added they had talked to the developer and they are addressing the subject. He noted he would prefer to wait until a decision has been made between Public Works and the contractor as to which direction they wish to go. He also noted he has not been told by the contractor that he cannot fulfill his obligation in developing the park according to the plans that were approved and also that Public Works is working with him in trying to facilitate that. He noted until such time the developer says he can't then the Commission could re-visit this and have him come in for recommendations. Because of this he felt that asking the developer to come in at this time would be premature. Commissioner Osborne felt until such time the developer is out of compliance he did not feel the Commission should bring him in.

2. Comments from Commission Members - Commissioner Chapman said he had also seen the impact of the flood at Long Ranch, noting it was substantial, and felt that the Commission should look at what is there and make suggestions.

3. Status Reports from Commission Members - None.

4. Comments and Status Reports from Staff - Mr. Kastens encouraged the Commissioners to contact him or any other City official if they have any problems with the bill on Question #18 going to the Legislature.

5. Status Report on Question #18, Residential Construction Tax, and Capital Improvement Legislative Issues - Previously discussed.

There being no further business Chairperson Elverum entertained a motion to adjourn. Commissioner Kennedy moved to adjourn. Commissioner Osborne seconded the motion. Motion carried 8-0. Chairperson Elverum adjourned the meeting at 11:00 p.m.

The Minutes of the March 4, 1997 meeting of the Carson City Parks and Recreation

ARE SO APPROVED ___ 4/15 ___, 1997

/s/ _____
Ken Elverum, Chairperson

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