Page 1

A regular meeting of the Carson City Parks and Recreation Commission was held on Tuesday, October 7, 1997 in the Community Center Sierra Room, 851 East William St., Carson City, NV at 6:00 p.m.

PRESENT: Chairperson Ken Elverum

Vice Chairperson Robert Kennedy

Larry Osborne Jon Plank John Simms Susan Scholley Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director

Scott Fahrenbruch, Parks Superintendent

Vern Krahn, Park Planner

Kurt Meyer, Recreation Supervisor Fran Smith, Recording Secretary

(PR 10/7/97 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.
- **B. APPROVAL OF MINUTES** None.
- **C. PUBLIC COMMENT** None.

AGENDA ITEMS

- 1. ALLOCATION OF RESIDENTIAL CONSTRUCTION TAX FUNDS (1-0035.5) Mr. Kastens said Finance Director Mary Walker and Sandy Tschumperlin had reviewed the RCT fund and determined there was an additional \$89,420 left from last year plus a \$9,000 contingency that would be available for allocation this year. He added that makes the total available of \$349,000 and that the total requests were for \$580,746. He commented on the guidelines on the RCT application form and said they are what staff uses to determine their recommendations for allocation. Commissioner Osborne asked if some of the \$349,000 could be set aside for emergency requests as had previously developed with YSA. Mr. Kastens said the Commission could recommend allocations in any form they desire and that they could set aside some funding for future allocations in emergency situations. He then noted that in the previous fiscal year Item 4, the parking lot at the Community Center and Item 1, the water slide, had been submitted for CIP funding. He added in order to try to get the most money available he had reservations about RCT paying for these because the City as a whole would benefit.
- (1-0109.5) There were sixteen requests on the list and Mr. Kastens asked the Commission if they wished to review them again. Commissioner Osborne did not want to review them individually but felt the Commission could answer questions. Commission Scholley suggested that the Commission first weed out the items that are not controversial and then discuss the others.
- Item 7 Edmonds Sports Complex Irrigation/Turf/Trees \$80,340 (\$60,340 recommended) (1-0119.5) Chairperson Elverum noted that YSA was willing to put \$20,000 up front and felt if they were willing to do that the Commission should honor it and provide the rest. Commissioner Simms had a concern this might appear because YSA was willing to put up the \$20,000 the Commission would feel obligated to allocate the rest. Chairperson Elverum felt that YSA had done this in good faith which was why he had recommended funding the rest. Commissioner Plank agreed and said YSA had indicated they might even be able to contribute more. He

Page 2

added that some groups just cannot raise the funding. Commissioner Scholley said Edmonds is so heavily used and felt that the criteria of looking at sheer numbers clearly qualified the request for the funding. Commissioner Osborne added his agreement. Commissioner Wright then moved that the Commission approve funding of \$60,340 as recommended by staff. Commissioner Kennedy seconded the motion. Motion carried 7-0.

- Item 16 Various Park Sites Picnic Benches and Tables \$7,500 (1-0185.5) Commissioner Kennedy moved that the Commission allocate the total of \$7,500 to that item. Commissioner Wright seconded the motion. Commissioner Plank noted it had previously been discussed that two benches be placed at the skateboard park. Mr. Fahrenbruch said with these monies four benches will be purchased for the park plus two more for which money had been raised. Commissioner Osborne felt that the benches would be used by a lot of people at various sites. Motion carried 7-0.
- **Item 2 Carson Aquatic Facility Weight Room Treadmill \$5,795** (1-0215.5) Chairperson Elverum said he had spoken to some users and felt it would be used by a lot of people. Commissioner Osborne moved that the Commission allocated \$5,795 for the Carson Aquatic Facility treadmill. Commissioner Scholley seconded the motion. Motion carried 7-0.
- **Item 13 Mills Parks Handicap Platform \$4,000** (1-0231.5) Commissioner Scholley moved that is an appropriate proactive improvement to make for the train. Commissioner Plank seconded the motion. Motion carried 7-0.
- **Item 14 Mills Park Trees/Drip System \$10,000** Commissioner Kennedy moved that the Commission allocate the full funding of \$10,000 for that project. Commissioner Osborne seconded the motion. Motion carried 7-0.
- Item 12 Mark Way Consulting Fees \$10,000 Commissioner Wright moved that this be approved. Commissioner Scholley seconded the motion. Commissioner Kennedy asked for clarification of what this request means. Mr. Kastens said several months ago a group of neighborhood residents had come forward with a conceptual plan on what they would like to see. He added what this request would do is provide the funding to hire a consultant to put the conceptual plans into detailed plans and start the process of planning and actual development of the Mark Way Park. Commissioner Plank asked why Vern Krahn, the new park planner, could not do this rather than spend this for an outside consultant. Mr. Kastens said there are a lot of things that go into a final master plan of a park site. He felt with Mr. Krahn's assistance this cost is realistic because it could be larger otherwise. Commissioner Osborne said he understood the day Mr. Krahn came on board he was behind but because Mr. Krahn reports to Mr. Kastens he felt it should be up to Mr. Kastens to establish priorities for him. Commissioner Kennedy said within the framework discussed earlier about a contingency fund he suggested this be set aside for discussion later in the meeting. Commissioner Scholley agreed. However, she noted an identified lack of parks in that part of the community. She added her belief that the park would be a small contained park site and would lend itself to a minimal consulting contract. She also cautioned that without this funding the park could fall to the bottom of the stack in deference to larger ticket items. Chairperson Elverum said he would return to this item later in the meeting.
- Item 11 Hidden Meadows School Access Site Land \$60,000 (1-0379.5) Commissioner Scholley felt this expenditure is a perfect target for RCT and that it would also acquire the site sooner rather than later and moved that the Commission approve full funding. Commissioner Plank seconded the motion. Commissioner Kennedy asked for a more broad explanation of the request. Mr. Kastens said this was Phase 2 of the Hidden Meadows development. He added it is parcel #1 in that phase and backs up to Eagle Valley school. He said it had been the desire of the previous Commission to purchase that property. This would allow the children coming out of the Riverview area and all of the Hidden Meadows developments to traverse a path rather than have to go out on to Carson River Road to get to the school. He added the original idea was that the City would get the lot and Hidden Meadows would get RCT credit. However, considering the time it would take them to acquire the RCT credit, they could be paid for the property now and not receive RCT credit later. Motion carried 7-0.

Item 6 - Edmonds Sports Complex - Snack Building/Storage Area - \$15,000 - Commissioner Kennedy moved

that the Commission approve the Edmonds Sports Complex snack building and storage area in the amount of \$15,000. Commissioner Plank seconded the motion. Mr. Kastens clarified this is in the BMX area and that they had received previous funding for the actual building and this request is for the floor and footing on which to put the building. Commissioner Osborne asked when they had received the funding. Mr. Kastens said it was two or three years ago but they had not been able to get volunteers and donations to complete the project. He added that the people currently involved are more committed than the previous group had been. Commissioner Kennedy noted how long the potential building has been on the site and felt this was a good time to finish the project. Motion carried 7-0.

Item 3 - Carson Radio Control Club - Club House/Restrooms - \$30,000 - (1-0527.5) Commissioner Kennedy said their request was for \$21,700 and that staff had apparently looked at it and determined it would be under funded at that amount. He moved that the Commission accept at the \$21,700. He explained it was the club's figure and it should be their responsibility to work out the difference in figures. Commissioner Plank seconded the motion. Commissioner Osborne asked Mr. Kastens how staff had arrived at the determination this was under requested. Mr. Kastens said this had been based on a square foot basis and that a City building official had said the figure was low and staff had gone by the official's expertise. Commissioner Scholley noted there had been septic and water issues and asked for an update. Mr. Kastens said he had consulted the State Health Department and had been told the holding tanks were acceptable. Commissioner Scholley also had a concern with how many people would benefit from the facility because she felt it is a specialized group. She asked to discuss this again later in the meeting. Commissioner Simms said he had questions as well and felt that was a good idea. Commissioner Plank said the group has a track record of coming in under budget and cited the asphalt runway as an example and supported funding the project. Commissioner Osborne said he agreed with Commissioners Scholley and Simms and said he would like to hold off on this until the Commission looked at the other items. Commissioner Kennedy agreed the size of the group is not very big. However, he felt this improvement would help them put on more events with more people coming into the community who would use motels, food facilities, etc. and asked the Commission to support the motion as presented. Commissioner Plank felt this facility would last a long time and agreed with Commissioner Kennedy's comments about positive side benefits. Chairperson Elverum said he also has concerns but was willing to fund the full amount providing there is money left after funding higher priorities.

Item 10 - Governors Field - Playground Equipment - \$18,300 (0 recommended) - (1-0781.5) Commissioner Simms noted he had been involved for a number of years and provided a history of how the T-ball fields had come to be as a result of work done by the Little League participants who had gone to the Legislature to have the land deeded to the City. Commissioner Kennedy moved that the Commission approve the funding for this project. Commissioner Wright seconded the motion. Commissioner Plank suggested keeping this in abeyance until such time as the turf is ready to handle the traffic. Mr. Kastens said if the Commission went ahead and approved it his staff would make it work. Motion carried 6-1. (Commissioner Simms abstained.)

(1-0891.5) At this point Commissioner Scholley asked how the water slide at the Community Center would fit in time and phasing-wise with the pool enclosure. She wanted to know if that can be done this year or would it realistically have to wait for the enclosure. She also asked if the swim group had supported the slide. Mr. Kastens said the construction process is scheduled to begin in August 1998 and the funding for the slide could be delayed until the end of construction in early 1999. He also noted that the entire funding for the slide could be taken from Question #18 monies but he had not been sure the Commission had an appetite for that and also was not sure if it is a proper use for RCT in combination with Question #18. Commissioner Kennedy suggested deferring this entirely and let it be reversed and let the Open Space Advisory Committee come up with a proposal. Chairperson Elverum did not feel it is an open space issue but rather a recreational project which the Commission should consider.

Item 4 - Community Center - Paved Parking Lot - \$50,055 - Commissioner Kennedy said he had strong reservations relative to this issue. He felt the responsibility should be with the Board of Supervisors and the General Fund. He felt that something related to parking is an issue for the whole community and not something the Commission represents. He added he would like to see this removed entirely and the proposed funding go into the contingency. Commissioner Osborne agreed this is something the Board of Supervisors should be considering rather than the Commission. Commissioner Scholley said she was not sure this had been thoroughly considered

and questioned the number of parking spaces it would result in as well as the design. Commissioner Plank agreed with her position and cited several questions he had which included access off of Roop. He added his feeling that funding should not be allocated until there is a plan. Mr. Kastens said the area was not only for parking but would be an additional recreational area for such activities as basketball. He also said there would be gates in the area for such times as the parking was not needed. He also commented there is an ordinance which does not allow for mere paving of an area but rather there is also a requirement for landscaping. Chairperson Elverum said he personally felt this is more of a CIP project and that there were other projects on the list which would more readily lend themselves to RCT.

- Item 8 Edmonds Sports Complex Playground Equipment \$21,982 Chairperson Elverum supported the project and cited how much time he has spent at the complex. He cited the need of children to have an area to play while their siblings are competing in sports. Commissioner Simms said he has also spent a lot of time there and supported the project. Commissioner Kennedy echoed their position and moved to spend the \$44,000 originally requested. Commissioner Plank seconded the motion. Chairperson Elverum said he would like to see the full \$44,000 be allocated. Mr. Kastens had a drawing and visually pointed out where the equipment would be located. He also said the neighborhood children could utilize the equipment even when there were no sports activities. Motion carried 7-0.
- Item 15 Ross Gold Park Shade Trees \$8,500 (1-1271.5) Chairperson Elverum felt that the park can use more trees because it does not provide a lot of shade for those visiting it. Commissioner talked about an apartment complex being constructed in the area and felt the residents would be needing the additional shade trees. He then moved to approve the \$8,500 for shade trees for Ross Gold Park. Commissioner Scholley seconded the motion. Motion carried 7-0.
- Item 9 Fuji Park New Bleachers \$47,587 (1-1415.5) Commissioner Kennedy felt this recommendation relates to the Bar One involvement. He believed this should not be funded at this time but rather deferred for perhaps a year. Commissioner Plank agreed and said he had previously raised the issue. He explained this could be tying up funding that might never be used and could be utilized elsewhere. Commissioner Osborne echoed the sentiment. Commissioner Wright commented that the go kart people might even want to move at some point and the funds could be applied to the bleachers at that time. Commissioner Scholley agreed that the bleachers are not in very good condition but the request was for a very large expansion which she did not believe they need. She felt they should be encouraged to come back with a smaller request. Chairperson Elverum said his feeling was basically the same as expressed. Mr. Kastens said nobody is sure what will happen with the Bar One project but the request would probably get the go kart people several small bleachers which could be moved if the Bar One project proceeds. Chairperson Elverum noted that the Commission had not heard from Bar One recently and deferred action on this.
- Item 5 Edmonds Sports Complex Lighting BMX Track \$30,000 (0 recommended) (1-1535.5) Commissioner Kennedy noted that staff had not recommended funding at this time because they need a more detailed plan and cost estimate. He said the group using it is not large but felt the project needs to be considered in relation to the community and the other recreational activities. It was his recollection that the group had indicated with the lighting they could expand their activities by bringing in outside programs that could help the community by hotel use, restaurant use, etc. Jack Michael was representing the group and said there are 50-100 participants on weekends. He felt if the lighting was installed evening programs could be attended by families. He added that Sierra Pacific Power had given them four poles which are on the property and that they have someone to do the topography for the measurements on the lighting. He said the request would be to take care of the lights and that the group would be doing the rest. He also mentioned the materials that have been donated by local companies. Commissioner Scholley asked if they had an estimate on the number of lights and their cost. Mr. Michael said each light would be \$1,100 and that Sierra Pacific would probably contribute time for the wiring and had said they would install the poles in the ground. He also said they would be putting in some landscaping. Commissioner Osborne asked about the process when a project is allocated funding but does not use it all. Mr. Kastens explained that the groups go through the City for their expenditures and what is left is re-allocated to something else. Commissioner Simms asked about responsibility for payment of utilities. Mr. Kastens explained that YSA pays them and the groups pay YSA. Commissioner Simms commended the BMX group for their efforts and felt they

should be given as much consideration as the other groups. Commissioner Kennedy agreed and moved that the Commission meet the request for \$30,000 for the lighting of the BMX track. Commissioner Wright seconded the motion. Motion carried 7-0.

(1-1751.5) At this point Chairperson Elverum referred back to Item 1 and said the Commission might be able to put Item 1, the water slide, into Question #18.

(1-1833.5) Commissioner Kennedy referred back to Item 3, the Carson Radio Control Club item, and moved that the Commission allocate \$21,700. Commissioner Plank seconded the motion. Bob Brogan was representing the club and provided details on their activities. He also said they had previously been allocated \$30,000 and had given \$14,000 back. He added since then club has expanded and they are getting more and more father and son members. He noted they are encouraging young people to participate and explained their training program. Commissioner Osborne asked what would happen if the club runs into a shortfall. Mr. Brogan introduced contractor Sandy Wise who had provided them with the cost figures. He said he is confident that the cost estimate is accurate. Commissioner Scholley asked about responsibility for maintenance of the holding tank or porta potty. Mr. Kastens said Mr. Brogan had gotten a cost of \$84.20 for four weeks on a a portable unit and that it would be serviced once a week. He added they had not gotten a cost on a holding tank because at the time they were not sure it would be allowed. However, he felt if the club builds the structure with a holding tank the cost would be less. Commissioner Kennedy asked about the bidding process and Mr. Kastens suggested perhaps just bidding the labor. Mr. Wise felt confident it could be built at the requested price and that some of the members could probably help with parts of the project. Commissioner Osborne noted on their drawing they had shown a proposed shade structure and a future runway extension and asked what the timetable was. Mr. Brogan said they plan to do those in three to five years. Chairperson Elverum said the structure would be a storage area for equipment as opposed to a regular clubhouse. At this point Commissioner Scholley said she supported the project with the understanding there would be a holding tank that would have periodic rather than weekly service. Motion carried 7-0.

(1-2275.5) Commissioner Scholley referred to Item 13, Mark Way Consulting Fees, and expressed her belief this is exactly the kind of project RCT funding is for. She felt the Commission would be making a mistake if they felt Mr. Krahn would have the time to do this any time soon because of all the other projects ahead of it. She supported hiring a consultant and moved that the Commission approve funding for this project. Commissioner Wright seconded the motion. Commissioner Osborne expressed the hope that Mr. Krahn can take care of some of the priorities and felt that staff needs to establish them. Commissioner Kennedy asked Mr. Kastens if the \$10,000 is an appropriate figure. Mr. Kastens felt it would probably be lower because it was based on what had been spent for a consultant to work on the Camp Carson Master Plan. Mr. Krahn talked about the work done on Governors Field which had been \$7,700 and felt that the \$10,000 is a reasonable figure. Chairperson Elverum said the community needs a park in that area and supported the project. He added his belief that the Commission would be remiss if they did not support a park like this. Motion carried 7-0.

(-2435.5) Commissioner Kennedy moved that the Commission set up a contingency fund in the amount of \$53,000+. Commissioner Osborne seconded the motion. Motion carried 7-0.

Chairperson Elverum declared a recess at 8:15 p.m. When he reconvened the meeting at 8:20 p.m. a quorum was present.

2. REVIEW AND POSSIBLE ACTION ON DESIGN OF THE AQUATIC FACILITY STRUCTURAL ENCLOSURE AND NEW THERAPY POOL - (1-2457.5) Chairperson Elverum said this was the first opportunity the Commission had to become actively involved with this. Mr. Kastens referred to his staff report and said they had been meeting with the consultant, Clark Gribben and Associates, to put together a conceptual plan. He said this would be the enclosure of the 50 meter pool and the addition of a therapy pool. He added this had not been as simple as first thought and said Mr. Gribben would provide details. He felt if the Commission was comfortable with the presentation and approve it then it can be taken to the Board of Supervisors for their approval. He said this would give the go ahead to Mr. Gribben to begin the construction document preparation. He said the goal is that the project be designed, out to bid, and ready to award construction in August 1998. Mr. Gribben had

drawing and visually pointed out the existing facilities and described the changes he was proposing. He said this would be bid in the summer of 1998 and the contractor ready to begin when the pool shuts down the first of September. He also said he did not anticipate a period of more than two to four weeks that the facility would be shut down. He added that the estimated cost of the project is \$2,500,000 which did not include the slide. He also noted that the structure should last more than fifty years. Former commissioner Ed Moran expressed his feeling that the public would like the plan and talked about the people who would be able to use it year round. Commissioner Osborne expressed his personal feeling that the water slide should be included in the project and Commissioner Kennedy supported the idea saying he felt it was a reasonable item to be included in the proposal. He also noted that the facility had the potential to bring in swim meets which would add to the local economy by the use of hotels and restaurants. Mike Fischer commented that Carson City had been chosen over Santa Clara as the site for a national swim tournament but, because the facility is not ready, it went to a community in Colorado. He added that when the facility is completed water polo and one meter diving could be added to the list of competitive events. Mr. Meyer detailed the advantages of the resulting smaller outdoor pool. These included less costly upkeep and a longer outdoor swimming season. He also felt that the water slide would be used from spring to fall. Commissioner Plank moved that the Commission approve and recommend to the Board of Supervisors the conceptual plan for the enclosure of the outdoor swimming pool and construction of a therapy pool including the water slide as presented. Commissioner Osborne seconded the motion. Motion carried 7-0.

GENERAL DISCUSSION

1. Future Agenda Items from Commission Members - Commissioner Scholley asked for an update in a couple of months on the timetable for Question #18 funding. Commissioner Kennedy felt that the first meeting in January would be a good time for discussing it. Chairperson Elverum said that would be a good time because there would be a new Commissioner by then.

Commissioner Wright asked for a discussion on the next agenda on changing the name of Camp Carson. Mr. Kastens said he would do that.

Commissioner Scholley asked for an update in early February on the status of projects.

- **2. Comments from Commission Members** Commissioner Osborne asked for information relating to a stray bullet at the rifle range. Mr. Kastens said there had been a brush fire there and felt perhaps a ricochet could have sparked the brush. He said this had happened before but would look into it.
- 3. Status Reports from Commission Members Commissioner Kennedy said he had met with Recreation Superintendent Barbara Singer who had given him an update on the programs she is involved with. Mr. Kastens said he had requested this for the Commission so that they would know about the activities and new programs.
- **4. Comments and Status Reports from Staff** Mr. Kastens said he had included information in the packet on the reconstruction of the Roberts House. This had been at the request of Chuck Larkin of the Nevada Landmark Society. Discussion ensued on the hours it is open and how the tours are given.

Mr. Kastens also said the T-ball fields are the first Question #18 project and bids had just been opened. He added there were two bidders and the lowest was \$66,578. He added that the budget was \$67,000. However, there had been an additional \$10,000 left from previous RCT monies. The bid was for T-Ball field irrigation, ground preparation, and landscaping on the street leading to Governors. He added he had been contacted by the Kiwanis Club. They indicated they would either like to donate money or participate in laying the sod. He also noted that staff felt they could sod the actual playing fields with the remaining area outside of the playing fields being seeded in-house, using the remaining balance of the \$10,000. He noted that the bid would be awarded by the Board of Supervisors on October 16 with construction scheduled to start the week of October 20.

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

There being no further business Chairperson Elverum entertained a motion to adjourn. Commissioner Osborne moved to adjourn. Commissioner Plank seconded the motion. Chairperson Elverum adjourned the meeting at 9:21 p.m.

The Minutes of the October 7, 1997 meeting of the Carson City Parks and Recreation Commission

ARE SO APPROVED11/18_	_, 1997
/s/	
Ken Elverum, Chairperson	