

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 3, 2009 Meeting

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A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, March 3, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson James Smolenski
Commissioner Charles Adams
Commissioner Tom Keeton
Commissioner Steve Lasco
Commissioner Sean Lehmann
Commissioner Todd Westergard
Ex Officio Commissioner Molly Walt

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Juan Guzman, Open Space Manager
Vern Krahn, Park Planner
Thoran Towler, Deputy District Attorney
Jano Barnhurst, 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 public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:31:07) - Vice Chairperson Smolenski called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Chairperson Curtis was absent and excused. Commissioners Howe and Livermore were absent. Commissioner Lasco and Ex Officio Commissioner Walt arrived after roll call.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:45) - None.

1. ACTION ON APPROVAL OF MINUTES (5:32:02) - Commissioner Adams moved to approve the minutes of the February 3, 2009 meeting. The motion was seconded. Motion carried 5-0.

2. MODIFICATIONS TO THE AGENDA (5:32:25) - None.

3. STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION

3-A. COMMUNITY DEVELOPMENT BLOCK GRANT FOR ADA COMPLIANT RESTROOMS IN THE COMMUNITY CENTER GYM (5:32:44) - Vice Chairperson Smolenski introduced the item and Mr. Moellendorf gave a staff report. He advised that currently there are no ADA compliant restrooms in the gymnasium. He explained that restrooms are available but if someone needed to use an ADA compliant restroom, they would have to go to the aquatics facility or the front of the community center. He advised that the project would cost \$104,000 to build the restrooms and remodel the existing restrooms. He further advised that the recommendation will go before the Board of Supervisors on March 5th for approval. He commended Mitch Ames and Joel Dunn for their hard work.

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3-B. CARSON CITY FAIRGROUNDS (5:34:42) - Vice Chairperson Smolenski introduced this item and Mr. Krahn gave a staff report. He expressed his excitement that the majority of the work is completed, including the late addition of a PA system. He publicly acknowledged the efforts of Mitch Ames and Preston Dunn for their assistance in completing the project and helping save money in designing the system, install and connect the equipment. He further advised that the barn doors and an equipment yard have been installed and staff is working the arena for drop in riding. He noted that the first big event is the high school rodeo scheduled for March 21-22. In response to a question, Mr. Krahn referred to a fenced maintenance yard which stores equipment and that Mr. Fahrenbruch is working on quotes for a cold storage building. In response to a question, Mr. Moellendorf replied that construction of a cold storage building is not in the contract for the contractor who completed the grounds. He added that the south half of the arena is still frozen and for safety reasons people cannot be allowed to ride in that area.

3-C. COMPLETION OF THE MEXICAN DITCH TRAIL BRIDGES PROJECT (5:40:15) - Vice Chairperson Smolenski introduced the item. Mr. Krahn advised that the project is completed and that the northern bridge was replaced with a new steel structure and the bridge at the south end spanning the ditch was also in. He said that the trail goes from the Moffett Open Space property along the Mexican Ditch to Silver Saddle Ranch. He acknowledged the contribution of Lumos and Associates who were instrumental in the project as well as the American Society of Civil Engineers who provided all of the design at no charge. He also acknowledged Applied Engineering Consultant Services who gave of their time and Ann McQuarie and Ann Bollinger who were instrumental in securing the grants. He further acknowledged Cindy Turcheck who donated over 100 hours of her own time on the design project. He expressed pride in the entire team. He advised that a grant from Question 1 was received in the amount of \$85,000, another from the Recreational Trails Program for \$40,000, the Open Space Advisory Committee provided \$65,000, and that no general funds were used. In response to a question, Mr. Krahn advised that a final inspection was done the previous Thursday, and that the contractor did a nice job in grading the trails in addition to an outstanding job of cleanup. He commended local contractor Atlas Contractors for their efforts. Commissioner Lasco advised that Ms. Turcheck is an employee of Lumos and Associates. Mr. Krahn commented that she is very pleasant to work with and gave her heart and soul to the project.

3-D. PARKS AND RECREATION COMMISSION WORKSHOP SCHEDULED FOR SATURDAY, MARCH 21, 2009 (5:46:15) - Vice Chairperson Smolenski introduced this item and Mr. Moellendorf reminded everyone of the workshop scheduled from 8:00 to 12:00 on March 21 in the Ormsby Room located at the Sheriff's Office.

4. NON-ACTION ITEMS - DISCUSSION AND PRESENTATION ONLY

4-A. DISCUSSION ONLY REGARDING THE STATUS OF THE PARKS AND RECREATION DEPARTMENT'S 2009-2010 CIP REQUESTS (5:47:10) - Vice Chairperson Smolenski introduced the item and Mr. Moellendorf reviewed the staff report which is incorporated into the record. He detailed information regarding the irrigation pump system at Ross Gold Park and commended Public Works Director, Andy Burnham for funding the project through the utilities department. The project is estimated at \$60,500 and will be much more efficient than the old system. He advised that CIP requests for this year will roll over into next year and doesn't anticipate bringing another priority project list. In response to a question, Mr. Moellendorf stated that permission for the projects was just received, and his department is in the process of obtaining proposals for the tennis courts project. In response to a further question, Mr. Moellendorf stated that the updated irrigation pump system estimate is

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about half of the previous estimate.

5. ACTION ITEMS

5-A. ACTION TO ACCEPT THE AQUATIC FACILITY'S 50 METER POOL DIMENSIONS FOR COMPETITION CERTIFICATION (5:54:12) - Vice Chairperson Smolenski introduced the item and Kurt Meyer, Recreation Operations Manager, reviewed the staff report which is incorporated into the record. He stated that the pool has been competition certified and explained several different formats. In response to a question, Mr. Meyer replied that the pool is nearly 20 years old and is not perfect but has a gutter system which tries to keep it perfect. He said tolerances are there because it isn't perfect. In response to another question, Mr. Meyer said no cost was involved in obtaining the certification. He thanked Bruce and Tim at Resource Concepts for their assistance with the certifications. **Commissioner Lasco moved to accept the Aquatic Facility's 50 meter pool dimensions for competition certification. Commissioner Keeton seconded the motion. Motion carried 5-0.**

5-B. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS ACCEPTANCE OF THE SILVER SADDLE RANCH AND CARSON RIVER WORKSHOP AND DESIGN CHARRETTE'S FINAL REPORT AND RECOMMENDATIONS (5:59:25) - Vice Chairperson Smolenski introduced the item and Juan Guzman reviewed the staff report which is incorporated into the record. He introduced Nancy Santos of Friends of Silver Saddle Ranch (FSSR). He distributed copies of the Silver Saddle Ranch Self Guided Tour to the Commissioners and discussed the Charrette Final Report, both incorporated into the record. He described the meaning of Charrette and displayed a set of easel maps and diagrams to the Commission explaining the merging of a Lands Bill and grant. He advised of the joint partnership of the FSSR, BLM, Carson City and National Parks Service. He reviewed the maps for the Commission explaining the locations of various parks and land areas. He advised that the Charrette resulted in three type of inputs: Natural resources; trails; and Silver Saddle Ranch and Prison Hill. He suggested that vegetation, water management and natural resources are the most important issues of the natural area.

(6:08:18) Ms. Santos discussed water management, vegetation, and wildlife while reviewing the easel maps, copies of which were included in the Charrette Final Report. Mr. Guzman discussed that the river is alive and flooding is a natural process which is a very important issue in moving forward. He discussed that a minimum amount of water is required for the river to be healthy and in order to sustain vegetation minimum flows must be retained. In response to a question, Mr. Guzman replied that Carson City belongs to a coalition who assesses the location of weeds which are then mapped and treated every year. Regarding wildlife, Mr. Guzman discussed that specific studies are needed.

Mr. Guzman discussed that the Charrette involves 3,000 acres in addition to the Silver Saddle Ranch acreage and that the overall input was that it be used for passive recreation. He explained the proposed trail and recreation systems which include aquatic and multiuse trails and how they connect to differing areas. Signage would be created to take advantage of the natural characteristics of the site, such as views, history, and more active recreation. Motorized use will be limited to the south part of Prison Hill and hiking and horseback riding trails will be combined.

Regarding the Silver Saddle Ranch, Mr. Guzman explained that the main finding was that it be treated as a historic place. "We want you to feel you're in the 30's and are in a genuine legitimate ranch." He stated

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that FSSR will help manage these lands and anticipates partnering with the BLM. He advised that most of the funding will come from the Open Space program. He said this is not a plan, but a good vision of how these lands are to be used and developed. He anticipates going to the Open Space Advisory Committee, Carson River Advisory Committee and Planning Commission in March so it can be presented to the Board of Supervisors in April.

In response to a question, Mr. Guzman replied that there is no off road vehicle use outside of the south end of Prison Hill. Off road vehicle use in other areas results in a lack of enforcement and education. This plan proposes to engage in programs so everyone will understand where they can ride. He believes that part of the problem is that children go riding after school. These vehicles are not legal to drive on public streets. In order to stop the abuse, BLM built a fence along an area of homes. He said that a program of education and signage will be implemented so people can ascertain where they can ride. In response to a further question, Mr. Guzman replied that both park rangers and police will be responsible for enforcement. He added that a neighborhood watch program would probably be the most effective type of enforcement.

Mr. Guzman explained that BLM will retain 40 acres at the east end of Koontz to build hot shot barracks for personnel from the forest service. He stated that BLM had a public hearing at the Planning Commission which was not well received. BLM doesn't need permission from Carson City but agreed to hear the public's comments. In response to a question, Mr. Guzman replied that this will go before the Board of Supervisors for approval in April.

Mr. Moellendorf thanked Nancy Santos, the Friends of Silver Saddle Ranch, the National Park Service, the BLM and all the members of the public who participated in the Charrette process. He said that the single smartest decision was to look at this as a whole and not just concentrate on Silver Saddle Ranch. He commented that if the Lands Bill is successful, there will be 3,000 acres which will be one of the largest urban natural parks for a city of this size. Ms. Santos commented that the grant was obtained through the National Parks Service and this couldn't have been accomplished without their assistance. Vice Chairperson Smolenski entertained a motion. **Commissioner Lasco moved to recommend to the Planning Commission and the Board of Supervisors acceptance of the Silver Saddle Ranch and Carson River Workshop and Design Charrette's final report and recommendations. Commissioner Adams seconded the motion. Motion carried 6-0.**

5-C. ACTION TO ADOPT A BY-LAW AMENDMENT THAT GIVES THE CHAIR AUTHORITY TO APPROVE ALL ABSENCES FROM COMMISSION MEETINGS (6:39:48) - Vice Chairperson Smolenski introduced this item and Mr. Moellendorf reviewed the staff report. He read the current Section 9(a) and (b) into the record followed by the proposed change. He then read Sections 5(a), (b), (c), (d), and (e) into the record. Mr. Moellendorf explained that the vice chairperson would excuse the chair's absences as he is performing in the chair's absence. He advised that the Shade Tree Council and Library Council put an item on their agendas to approve absences wherein they take discussion and possible action. He suggested another option would be to simply add an "approval of absences" item to the roll call. He added that any change to the by-laws would require a 2/3 approval of the Commission. Extensive discussion ensued regarding the options. Mr. Moellendorf commented that the by-laws state that Commissioners shall attend a minimum of 75 percent of scheduled meetings, but doesn't address what happens if one doesn't attend. As an example, he explained that the Shade Tree Council incorporated an item into their agenda as they had a member move out of state who never formally resigned. They had to go through a system to agendaize an item, give that individual 21 days notice and make a formal

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recommendation to the Board of Supervisors. More discussion ensued. Mr. Moellendorf mentioned that Chairperson Curtis created an attendance chart. **Commissioner Keeton moved to accept the revised by-laws as presented. Commissioner Lasco seconded the motion. Motion carried 6-0.**

6. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:56:39) - Commissioner Lehmann commented that the open swim times at the aquatic facility are lacking and that he always goes to the Minden pool. He would like to discuss open swim times at some point. Mr. Moellendorf suggested adding it as a future agenda item. Commissioner Keeton inquired if the workshop is open to the public as not everyone knows where the Sheriff's office is located. It was noted that the workshop is open to the public and the address of the Sheriff's Office was given.

7. FUTURE AGENDA ITEMS (7:00:13) - Commissioner Westergard requested a general budget update. Mr. Moellendorf replied there will be an update at the April or May meeting.

8. ACTION ON ADJOURNMENT (7:01:05) - Commissioner Keeton moved to adjourn. The motion was seconded by Commissioner Lehmann. Motion carried 6-0.

The Minutes of the March 3, 2009 Carson City Parks and Recreation Commission meeting are so approved this 7th day of April, 2009.

DONNA J. CURTIS, Chair