

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 1

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, March 2, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson Steve Lasco
Commissioner Charles Adams
Commissioner Janice Brod
Commissioner Randy Carlson
Commissioner Sean Lehmann
Commissioner Pete Livermore
Commissioner James Smolenski
Ex Officio Commissioner Molly Walt

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Operations Director
Vern Krahn, Park Planner
Kristin Luis, Deputy District Attorney
Kathleen King, 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 (5:31:16) - Chairperson Curtis called the meeting to order at 5:31 p.m. Roll was called; a quorum was present. Commissioner Westergard was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:44) - Don Smit with Carson City Little League (CCLL) advised of a 6,000 square foot indoor sports facility being constructed at Governor's Field, funded by CCLL and upon completion, will be turned over to Carson City. He expressed hope that CCLL would have priority use of the facility and excitement that it can be used by all Carson City athletic programs. He added that they have used creative financing to build it on Carson City property. In response to a question, he replied that they hope to start construction this month with completion in June. Commissioner Livermore commented that this has been a vision of the Youth Sports Association for a few years and looks forward to it being available for all Carson City youth. In response to a series of questions, Mr. Smit acknowledged that it is being constructed for indoor batting cages but is large enough for a futsal field. He explained that it will have a turf field and the batting cage nets can be lifted out for 6,000 square feet of clear space. He added that a unisex bathroom should be completed after the building is accepted by the City. He made note of an artificial turf floor and a 60 x 100 footprint. Chairperson Curtis thanked and acknowledged him for setting a great example.

1. ACTION ON APPROVAL OF MINUTES (5:36:22) - Commissioner Smolenski moved to approve the minutes of the January 5, 2010 meeting. Vice Chairperson Lasco seconded the motion. Motion carried unanimously.

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 2

2. **MODIFICATIONS TO THE AGENDA** (5:36:39) - None.
3. **STAFF UPDATES - DISCUSSION ONLY - NO DELIBERATION** (5:36:46) - None.
4. **AGENDA ITEMS:**

4-A. DISCUSSION ONLY REGARDING SELECTED INDEPENDENT CONTRACTORS' PROPOSALS FOR USE OF THE COMMUNITY CENTER AND THE AQUATICS FACILITY (*Roger Moellendorf*) (5:36:55) - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. In response to a question, he replied that contracts are being considered as short term contracts in order to align them with the fiscal year but additional proposals will be entered under the same terms. In response to another question, he advised that contracts will be assessed throughout the year but if a contractor fails to meet the terms, there would be concerns about automatic renewal. In response to another question, he advised that they will be reviewing terms regarding minimum participants and service provisions. Commissioner Livermore offered to assist in implementing a policy which includes whether operations are compliant, a plan of correction, submitting a non-compliance notice, and determining whether to renew a contract. In response to a comment, Mr. Moellendorf replied that they would consider entering into an agreement with a contractor who met all the criteria if time and space were available. He clarified that they will not remove a compliant contractor just to replace them with another contractor. Chairperson Curtis read a note into the record from the Sweat Shop and Wet Sweat.

4-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A LAND TRANSFER CONCEPT INCLUDING THE BASIC COMPONENTS OF A JOINT USE AGREEMENT WITH THE SILVER STATE HIGH SCHOOL AND MIDDLE SCHOOL TO BE LOCATED AT JOHND WINTERS CENTENNIAL PARK (*Roger Moellendorf*) (5:46:10) - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. Mr. Krahn pointed out the location on a displayed map and referred to the exhibits in the agenda packet. In response to a question, he advised that the parcel was acquired for \$500,000 twenty years ago with residential construction tax, golf course monies and a land exchange transaction to be used for a park, but as time passed, other sports fields were considered. Commissioner Livermore noted that multi-unit housing was scheduled to be built nearby, so it was a defensive purchase to expand the park. Mr. Krahn explained that the surrounding land is covered by a BLM land patent to ensure that the City adheres to the restrictions placed upon it. He noted that flexibility and lack of federal encumbrances allow for great opportunities. Mr. Moellendorf added that advantages for the School include good access and the location of nearby fiber optic lines, noting it a "win-win situation" for the School and City. He explained that the parties will enter into a joint use agreement for the facilities which will include a full size gymnasium and an outdoor sports field adding that it would allow the City use of the gymnasium, School and parking when not being used by the School. He noted that the School will have to apply for a special use permit (SUP) and introduced Mark Palmer of Palmer Engineering as guiding the School through the planning process.

(5:53:46) Mr. Palmer gave background information noting that they were approached by the PRD to consider joint use of the facilities. He referred to their "aggressive" schedule which is included as Exhibit C in the agenda materials. Mr. Moellendorf explained that a land transfer agreement and joint use agreement will be brought forth to the Board of Supervisors (BOS) for consideration and read the components of the agreements into the record. In response to a question, Steve Knight, Director of Silver State Charter School gave background information on the School and its operations. He introduced some

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 3

of the teachers that were present in the audience. He pointed out that the School is high tech and wants to be community oriented. He responded to a comment that students have to meet the same standards as other schools. Chairperson Curtis noted that she toured the School a couple of years ago and loved it. Mr. Knight pointed out that they have very few problems with the students. Commissioner Lehmann suggested that with the addition of indoor recreation space with the School and the CCLL, freeing up Question 18 money for other projects could be debated. In response to a question, Mr. Knight replied that they were going to purchase land by the airport and negotiate with individual investors but that money can now be used towards the building. He acknowledged upcoming bank meetings that are just a matter of terms and conditions.

Commissioner Smolenski noted that he has toured the School and complimented their method of policing smokers. Vice Chairperson Lasco concurred with the positive statements noting that he has also toured the facility. He applauded their efforts to bring education to those for which the mainstream isn't suitable. In response to a question, Mr. Knight explained that they have a closed campus, students are fingerprinted and they also have an attendance secretary. He noted that in the event of a problem, students are counseled on an individual basis but 99 percent are always on task. In response to another question, he replied that they are currently located next to limited gaming but have never had a complaint regarding alcohol, tobacco or gambling. He noted some "heartburn" when they were trying to locate next to the airport because of their aerospace program but the proposed location keeps them close but not on the airport. He advised that they have met with the airport director, advisory board president, and golf committee. In response to a question, Mr. Palmer replied that they want to be near the airport because of school programs, but the airport doesn't want them in their "safety zone". He explained that anything coming within a certain area has to go before their board but both the airport chairman and manager felt they were in a safe area. He also referred to a letter from the airport engineer noting they are outside the safety area and will be going before their board the following week.

Commissioner Livermore opined that the location serves the school well, a lot of opportunities exist for joint use, and it makes great sense. Mr. Knight commented on the technology surrounding the airport which are partnerships they want to nurture. In response to a question, he replied that they would "hopefully not" change to a twelve month calendar adding that education cutbacks would preclude it. He noted that they are required to be on the same calendar as the local school district according to charter school laws. In response to another question, Mr. Palmer acknowledged that a residential development is planned north of the parcel. He explained an agreement between the City and John Serpa wherein there would be mutual access across the parcel but the school property would not include the encroachment. In response to a question, Mr. Moellendorf acknowledged that they have been hesitant about pre-planning the Master Plan because they want to ensure that the components make sense in their relationships to each other. He added that timeliness is critical and the access road to the school will allow access into the lower part of the parcel which is consistent with the overall plan. In response to a question, Chairperson Curtis noted that the audience response speaks a lot for the school and the project. She called for public comment but seeing none, entertained a motion. **Commissioner Smolenski moved to recommend to the Board of Supervisors a land transfer concept including the basic components of a joint use agreement with the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park. Vice Chairperson Lasco seconded the motion. Motion carried 6-0-2-1 with Commissioners Livermore and Carlson abstaining.** Mr. Palmer expressed thanks to the PRC noting that everyone has worked hard to put the package together in the last 30 days.

4-C. DISCUSSION ONLY REGARDING AN INDOOR RECREATION/SPORTS NEEDS ASSESSMENT TIME LINE DIRECTED BY THE BOARD OF SUPERVISORS. THIS ITEM

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 4

INCLUDES A PRESENTATION BY EX-OFFICIO COMMISSIONER MOLLY WALT GIVEN TO THE BOARD OF SUPERVISORS ON THURSDAY, JANUARY 21, 2010 AND A PRESENTATION ON RECREATION CENTERS BY COMMISSIONER PETE LIVERMORE (*Roger Moellendorf/Vern Krahn*) (6:31:40) - Chairperson Curtis introduced the item. Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. In response to a question, he explained that a limited scope needs assessment meets the direction received from the BOS but they also need to consider a larger needs assessment because of other needs besides indoor recreation. He added that it needs to stay in limited scope so there wouldn't be diffused information irrelevant to the BOS request.

Mr. Krahn gave background information and reviewed the time line for the survey which is identified as Exhibit B in the agenda materials. Commissioner Livermore suggested a visual component to the survey so people understand what they are being asked. Mr. Moellendorf pointed out that a PowerPoint presentation will be given prior to conducting the survey which will include a visual aspect. Discussion ensued between Mr. Moellendorf and Commissioner Livermore regarding survey components. In response to a question, Mr. Krahn replied that the survey would include a public outreach campaign and explained how meetings would occur. In response to another question, he replied that the next draft of the survey will be presented at their workshop. In response to a comment, Mr. Moellendorf replied that the survey is designed to obtain a general broad base adding that hiring an outside consultant to conduct a survey would be inappropriate at this time. Chairperson Curtis noted a problem is not giving people an idea of what a recreation center is versus a gym and expressed agreement with Commissioner Livermore.

Commissioner Walt explained her reasoning for bringing forth this issue noting that recreation programming is in need of additional indoor space. She expressed concern that if any of the schools being utilized were closed at night, adult programming would be lost. She added that the weekend futsal program has over 1,000 participants and noted the damage it is doing to the gym. She suggested that the BOS could direct staff to research a facility that would add more recreational programming. Mr. Moellendorf explained that the intent of the survey is to ascertain the need for indoor recreational activities and programs which would lead toward the type of facility needed. In response to a question, he replied that he would check with the IT Department to determine the feasibility of linking the PowerPoint presentation to the PRD web site. He noted that an online survey was considered but is too cost prohibitive. Commissioner Smolenski suggested a reference on the web site as to where the survey could be found. Vice Chairperson Lasco suggested providing the survey as a PDF attachment wherein it could be printed and returned. He also suggested that the presentation could be run in a loop throughout the entire meeting so late arrivals could get the benefit of the visuals.

District Attorney Neil Rombardo cautioned that the issue before the PRC is a time line discussion, not need assessment. Mr. Moellendorf noted that it can be discussed in the goal setting session. In response to a comment, he apologized for including the incorrect resolution in the agenda materials. Commissioner Livermore commented that they were only discussing the context of the recreation needs assessment to facilitate the time line and didn't believe they were in violation of the Open Meeting Law. Chairperson Curtis called for further comments but none were forthcoming.

(7:02:15) Commissioner Livermore gave background information on a 2005 tour of eleven recreation centers in Colorado. Due to technical difficulties, he was unsuccessful in presenting a slide presentation.

4-D. DISCUSSION ONLY REGARDING RECREATION TRAILS PROGRAM GRANT FUNDING (*Vern Krahn/Ann Bollinger*) (7:08:35) - Chairperson Curtis introduced the item. Mr. Krahn

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the March 2, 2010 Meeting

Page 5

gave background information and reviewed the staff report which is incorporated into the record. He noted that they rely on the *Nevada State Parks Recreational Trails Program (RTP)* to offset other types of funding. He referred to Exhibit A in the agenda materials announcing the next RTP and funding cycle. He added that the RTP is a good source of inexpensive grant money and their match will be the American Society of Civil Engineers Capital Branch who will provide design services. He noted that the *Land and Water Conservation Fund* has been used to build a lot of the improvements at Mills Park and the Urban Fishing Pond. He advised that there will be opportunities to use the *Nevada State Lands, Questions I Program* in the future. He advised that they may be able to obtain the Bently property through the *Southern Nevada Public Lands Management Act (SNPLMA)*. In response to a question, he replied that the RTP comes from the Federal Highway Administration, through NDOT to Nevada State Parks. In response to another question, he acknowledged that they are still working on the land acquisitions in the Lakeview area and that a bridge would be needed along the V&T trail.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (7:19:15) - Commissioner Lehmann requested an update on advertising in parks for the Parks Foundation. Mr. Moellendorf noted that the District Attorney was concerned that it would violate the sign ordinance and suggested agendizing it for a future meeting. Chairperson Curtis advised of a public meeting for March 3 at 6:00 regarding the Bob Boldrick Theater services and fees.

5-A. REPORT FROM SCHOOL BOARD LIAISON (7:20:50) - None.

6. FUTURE AGENDA ITEMS (7:21:03) - Commissioner Smolenski noted the final report on the Arlington Ice Rink. Vice Chairperson Lasco noted an article regarding how other communities fund recreation projects with naming that was included in the February agenda packets. Chairperson Curtis noted a number of items on the April agenda. She also noted a thank you to Kurt Meyer regarding the Junior Ski Program and a note of appreciation for the Empire Ranch Golf Course trail. She pointed out the Question 18 Budget Recap which will be discussed in April.

7. ACTION ON ADJOURNMENT (7:23:29) - Chairperson Curtis entertained a motion to adjourn. Commissioner Smolenski moved to adjourn the meeting at 7:23 p.m. The motion was seconded by Vice Chairperson Lasco and it carried unanimously.

The Minutes of the March 2, 2010 Carson City Parks and Recreation Commission meeting are so approved this 6th day of April, 2010.

DONNA J. CURTIS, Chair

*Minutes transcribed by Jano Barnhurst