

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the November 9, 2010 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, November 9, 2010 in the Community Center Bonanza Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson Steve Lasco
Commissioner Chuck Adams
Commissioner Janice Brod
Commissioner Sean Lehmann
Commissioner James Smolenski
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Parks and Recreation Director of Operations
Juan Guzman, Open Space / Property Manager
Joel Dunn, Recreation Division Operations Manager
Vern Krahn, Park Planner
Lee Plemel, Planning Division Director
Randal Munn, Chief Deputy District Attorney
Tina Russom, Deputy District Attorney
Tamar Warren, 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 part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER AND DETERMINATION OF QUORUM (25) – Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Carlson, Commissioner Livermore, and Ex-Officio Commissioner Walt were absent. Vice Chairperson Lasco and Commissioner Westergard arrived at 5:36 p.m. (36) Chairperson Curtis introduced new staff members: Mr. Munn, Ms. Russom, and Ms. Warren.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (50) - None

1. ACTION ON APPROVAL OF MINUTES (53) – Commissioner Smolenski moved to approve the minutes of the October 5, 2010 meeting. The motion was seconded by Commissioner Lehmann. The motion passed 5-0.

2. MODIFICATIONS TO THE AGENDA (63) – None.

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3. STAFF UPDATES

3A. FUJI DOG PARK PROJECT (67) – Chairperson Curtis introduced the item and invited Mr. Fahrenbruch to elaborate. Mr. Fahrenbruch stated that a grading plan had been developed by Carson City Public Works (CCPW). He also said that all issues with Douglas County had been resolved, and now the grading plans were being fine-tuned to address drainage issues. To stay within the project budget, he continued, they have asked CCPW to grade the west end of the Park. Mr. Fahrenbruch mentioned that there were some changes to the conceptual design based on the request of the Parks for Paws group. He also stated that they would mark the fencing locations for a fencing contractor to build, and they would also install card reader systems. The parking areas, he continued, would be constructed after installation of the fence. Fees and regulations, he stated, would be worked out with the Parks for Paws team. In response to a question by Commissioner Smolenski, Mr. Fahrenbruch explained that they were working with Douglas County because of encroachment on an easement. Chairperson Curtis added that many people from Douglas County were involved in Parks for Paws; that they would be using the dog park, and had collected \$12,000 for it. She also mentioned that a fund raiser was being planned to ensure the gate system was funded, in addition to supporting other parts of the project. Vice Chairperson Lasco explained that he was part of the Carson City Chamber of Commerce's 2010 Leadership Class that donated the new dog play area, at the Carson City Animal Shelter, and that they were helped by several individuals and organizations.

3B. ARLINGTON SQUARE ICE SKATING RINK (233) – Mr. Moellendorf introduced Mr. Dunn as the person who would be operating the ice rink, and asked him to update the Commission. Mr. Dunn stated that the rink construction is already underway, and that it would be much larger this year, at 53x120 feet. He said that the rink was based on a lease-to-purchase option, which included all the equipment necessary to operate the rink, such as chiller boards, ramps, etc. He went on to say that the ice skates were not included in the above-mentioned purchase agreement, however, they had also entered into a lease-to-purchase agreement for 300 pairs of skates, and he estimated that the skates would pay for themselves in 2-3 years. He assured the Commission that Public Works, Parks and Recreation, and Facility Maintenance were all working together to meet the grand opening on November 24th. He also mentioned that the rink would be more accessible to the public on two sides of the parking lot, and would have a better ice surface since they would have a mini Zamboni. Mr. Dunn clarified that the operation of the ice rink is subsidized by redevelopment funding. After school programs and family night, according to Mr. Dunn, had been successful the previous year, and they would continue, in addition to a special night for active military and dependent discounts, as requested by the Board of Supervisors.

Commissioner Smolenski inquired as to a skate sharpener, and Mr. Dunn replied that they would either get one from the Brewery Arts Center, or purchase one. Commissioner Lehmann was in favor of the lease-to-purchase option but wanted clarification on whether all funds paid to vendors would apply towards the lease. Mr. Moellendorf confirmed that it would. He also responded to a question by stating that the skating season duration would be 10 weeks, however, should there be more demand, they would consider extending it the following year. Mr. Dunn added that 8,222 people had paid to skate the previous year. In response to Chairperson Curtis' question, Mr. Moellendorf clarified that should they exercise the option to purchase the rink, the payable balance would be an additional \$24,000 - \$25,000, making the total ice rink investment approximately \$135,000. He also believed that

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the \$24,000 cost could be amortized over five years, and the only cost left would be the second half of the skates. Chairperson Curtis solicited public comments.

(580) – Ron Chancellor, Facilities Director, Carson Nugget, said he had been asked many times, by downtown merchants, to open the south entrance to the ice rink, and he was happy it was done, as they “wanted to be good neighbors”. Mr. Moellendorf noted that the ice skating rink would not be possible without the cooperation and the generosity of the Carson Nugget. He also stated that since the City owned the equipment now, they could move it anywhere, even to a permanent location.

3C. STATUS OF PROPOSED LODGING TAX INCREASE BY THE CARSON CITY CONVENTION AND VISITORS BUREAU (617) – Chairperson Curtis introduced the item and Mr. Moellendorf explained that the lodging sector of the Carson City Convention and Visitors Bureau (CCCVB) had contemplated increasing the lodging tax in Carson City by 3%. He added that a portion of the tax increase would have been allocated to the Parks and Recreation Department, for enhancements to the JohnD Winters Centennial Park Complex, which brought direct revenue to the lodging industry by hosting tournaments. Mr. Moellendorf stated that the proposal had been withdrawn by the lodging group, during the last CCCVB meeting.

(655) – Chairperson Curtis inquired about the Volunteer Coordinator position, and Mr. Moellendorf explained that they had an agreement in place with Western Nevada College to obtain several work-study students for the City. One of those positions, he said, would be the Volunteer Coordinator. He added that the contract needed to be signed by the City Manager, to begin the selection process at the start of the spring semester.

4. AGENDA ITEMS

4A. PRESENTATION ONLY REGARDING THE FOUNDATION FOR THE BETTERMENT OF PARKS AND RECREATION AWARDS (677) – Chairperson Curtis introduced the item and invited Fred Stanio, President, Foundation for the Betterment of Parks and Recreation, to elaborate. Mr. Stanio gave background on the Foundation, introduced the recipients of the annual awards, and explained why they had been chosen. He also distributed a list of names, incorporated into the record, memorialized on the wall at Mills Park, with donations by supporters. This year’s award recipients were: Volunteer of the Year, Kevin “CK” Baily; Volunteer of the Years, Chuck Saulisbury; Business of the Year, Carson Nugget; Organization of the Year, Mark Twain Garden Club. Mr. Stanio then invited the recipients to convey their personal remarks. Commissioner Westergard expressed his personal thanks to the Saulisburys, and stated that he was aware of their dedication to the community, through personal connections with them.

4B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A NAME FOR THE URBAN FISHING POND LOCATED AT FUJI PARK (950) – Chairperson Curtis introduced the item and Mr. Krahn read the staff report, incorporated into the record, pertaining to this agenda item. He said that 15 nominations were received, with three duplications, in the form of two nominations each for Baily Pond, Baily’s Pond, and Eagle Valley Pond. Ten other unique names were submitted, with one being subsequently withdrawn. Vice Chairperson Lasco asked for clarification of Resolution 1988-R-59, which he interpreted as limiting the board to choose only from the provided list.

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While the attorneys researched the question, Chairperson Curtis invited the commissioners and the public to comment on the nominations. Commissioner Lehmann cited a letter from the Ormsby Sportsmen's Association, which withdrew their nomination, and requested that the pond not be named after an individual, living or deceased, and nominated Eagle Valley Pond instead. Commissioner Lehmann also expressed support for the name Liberty Pond, because it opened on September 11. Commissioner Brod suggested Eagle Valley Pond, after reading the resolution which suggested topographical names. Mr. Krahn clarified that the resolution did not exclude individuals, and read the following into the record: "Names submitted for individuals, should be for those who contributed greatly to the community, or appropriate to the function of the facility to be named". Mr. Munn explained that "this resolution doesn't grant the Commission permission to deviate from the names that have been submitted." Mr. Munn suggested another solicitation from the community, if the submitted names were not acceptable to the Commission. Richard Dunn, who had submitted the name "Ralphie's Pond" said he suggested it, because he believed many Ralphies could be stocked in the pond, and most people would return in search of trophies. Vice Chairperson Lasco explained that Fuji Park was named after a person, and since four nominations reflected the name Baily or Baily's, he was in support of Mr. Baily's contributions, dedication, and donations, solicited or contributed. Commissioner Westergard opined that he was not "in any big hurry to name it anything until it takes on its own character, and people call it what they want". Mr. Krahn stated that in the Nevada Department of Wildlife's (NDOW) regulations, the pond had been named Fuji Park Pond. He added that now was the time that coincided with NDOW's opportunity to change regulations, if the Commission wanted to change the name. Another issue, according to Mr. Krahn, was that signage to reach the pond had to be developed. Commissioner Smolenski contemplated what would happen now that the public input had been solicited, and a timeframe was set for a Board of Supervisors decision. Mr. Munn advised that the Board of Supervisors could vote on a name from the nomination list, if the Commission decided not to choose a name. Commissioner Lehmann suggested using the term "fishing pond" in the name, to make it more descriptive. **Vice Chairperson Lasco moved to recommend to the Board of Supervisors that the name for the urban fishing pond located at Fuji Park be Baily Fishing Pond. The motion was seconded by Commissioner Smolenski. The motion passed 7-0.**

4C. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF A CONSERVATION EASEMENT REQUIRED FOR THE TRANSFER OF PRISON HILL AND ADJACENT CARSON RIVER LANDS FROM THE BUREAU OF LAND MANAGEMENT WITH THE OMNIBUS PUBLIC LANDS MANAGEMENT ACT OF 2009

(1561) – Chairperson Curtis introduced the item and invited Mr. Guzman to elaborate. Mr. Guzman explained that the Bureau of Land Management, a group of concerned citizens, and the Carson City staff had met three times. He also provided the minutes of these meetings with supporting documentation, which are incorporated in the record. Mr. Guzman explained that the conservation easement was a legal instrument that allowed the Federal Government to "keep an eye on what Carson City does with these lands, on behalf of the general public". He stated that the property would be used for passive recreation, and ensured that the environmental values were kept. He said that Carson City would be responsible for the cost of the management of the land, enforced by BLM. Mr. Guzman showed the affected areas on a map, also incorporated in the record, and stated that the Federal Government required the establishment of a stewardship account for \$400,000, and BLM estimated that \$128,900 would be required for transferring the title.

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Dan Jacquet, of the BLM, explained that this was an implementation measure of the Omnibus Public Lands Management Act of 2009, and that the provisions to establish an easement and the formula for establishing a monitoring account, were defined by Congress, in order to transfer approximately 3,800 acres of land to Carson City. Discussion took place and Chairperson Curtis inquired about the use of motorized vehicles. Mr. Moellendorf stated that the lands bill acknowledged the current use of motorized vehicles on south Prison Hill, but gave the city discretion to limit, or close it in the future. In response to questions, Mr. Moellendorf explained that the decision on whether to leash pets or to limit events to 60 people, were left to the management plan. **Commissioner Smolenski moved to recommend to the Board of Supervisors approval of a conservation easement required for the transfer of Prison Hill and adjacent Carson River lands from the Bureau of Land Management with the Omnibus Public Lands Management Act of 2009. Commissioner Lehmann seconded the motion.** Chairperson Curtis asked for public comments, and when none were forthcoming, a vote. **The motion passed 7-0.**

(2193) – Chairperson Curtis referred to an attachment in the packets, the Parks and Recreation Action Plan for 2011, and asked when that would have to be completed. Mr. Plemel explained that the packet contents reflected a portion of the City's comprehensive master plan, to be presented to the Board of Supervisors in early January.

4D. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE QUESTION 18 QUALITY OF LIFE PARKS CAPITAL AND MAINTENANCE FUNDS CARRY-OVERS (2242) – Chairperson Curtis introduced the item. Mr. Moellendorf explained that, beginning every October, the Parks and Recreation Department would review the current fiscal year's Question 18 budget with the finance department. He then gave background on how Question 18 funds were carried over, and referred to a staff report, incorporated in the record. Mr. Moellendorf informed the Commission that \$99,701 in carry-over funds in the Question 18 Quality of Life Maintenance Fund, and \$6,292,224 in the Question 18 Quality of Life Parks Capital Fund, would be carried over from FY 09/10 to FY 10/11. Discussion took place, and in response to a question by Vice Chairperson Lasco, Mr. Moellendorf clarified that there was an open bid for the auditorium. He also explained that they were looking at leveraging grant funds for the BMX track lighting project. **Vice Chairperson Lasco moved to recommend to the Board of Supervisors approval of the Question 18 Quality of Life Parks Capital and Maintenance Funds carry-overs. The motion was seconded by Commissioner Smolenski. Chairperson Curtis solicited further comments, and when none were forthcoming, a vote. The motion passed 7-0.**

5. COMMISSIONERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(2614) – Chairperson Curtis noted that the Commission would be losing Commissioners Livermore and Carlson. She asked the Commissioners to sign farewell cards for them, and suggested making a presentation to Commissioner Livermore during the next meeting. Vice Chairperson Lasco offered to champion the effort.

(2741) – Chairperson Curtis referred to the Parks and Recreation Department Action plan 2011, incorporated in the record, and stated that she had several comments. Mr. Moellendorf suggested she

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and the Commissioners review the plan and send him their comments, so he could forward them to the Planning Commission.

(2782) – Chairperson Curtis mentioned that in the last issue of the Parks and Recreation National Magazine, she read about new legislation to be taken up by Congress, and suggested being prepared in case there were any grant opportunities.

(2809) – Vice Chairperson Lasco mentioned that the city of Elko had done a feasibility study, and given the go-ahead to pursue the construction of a \$19 Million recreation center, which would include an eight-lane swimming pool, an indoor running track, and other amenities.

5-A. REPORT FROM SCHOOL BOARD LIAISON – None.

6. FUTURE AGENDA ITEMS – Previously covered.

7. ACTION ON ADJOURNMENT (2859) – **Commissioner Smolenski moved and Vice Chairperson Lasco seconded a motion to adjourn. The meeting was adjourned at 7:42 p.m.**

The Minutes of the November 9, 2010 Parks and Recreation Commission meeting are so approved this 7th day of December, 2010.

DONNA CURTIS, Chair