

# CARSON CITY PARKS AND RECREATION COMMISSION

## Minutes of the July 19, 2005 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, July 19, 2005 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Tom Keeton  
Vice Chairperson Donna DePauw  
Donna Curtis  
John Felesina  
Charlene Herst  
Michael Hoffman  
Pete Livermore  
Tom Patton

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Scott Fahrenbruch, Parks and Recreation Director of Operations  
Stacy Giomi, Fire Chief  
Harvey Brotzman, Senior RTC Engineer  
Kathleen King, Recording Secretary

**NOTE:** A tape recording of these proceedings is on file in the Clerk-Recorder's Office, and is available for review during regular business hours.

**CALL TO ORDER AND ROLL CALL (1-0007)** - Chairperson Keeton called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Livermore arrived at 6:15 p.m. Commissioner McKenna was absent.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0019)** - David Smith, representing the Carson City Racquetball Association, advised of a recent meeting to discuss the proposed recreation center. He expressed an interest in working with the commission to ensure the recreation center meets the needs of the community, including racquetball. In response to a question, Mr. Smith expressed an interest in six racquetball courts.

**1. ACTION ON APPROVAL OF MINUTES - April 9, 2005, June 7, 2005, and July 21, 2005 (1-0054)** - In response to a comment, Mr. Moellendorf agreed to develop the concepts discussed at the April 9<sup>th</sup> workshop into written form. Commissioner Curtis offered her assistance. In response to a question regarding item 3-C of the June 7<sup>th</sup> meeting minutes, Ms. King offered to review the tape. **Commissioner Curtis moved to accept the minutes. Commissioner Herst seconded the motion. Motion carried 7-0.**

**2. CHANGES TO THE AGENDA (1-0131; 1100)** - At Commissioner Livermore's request, Chairperson Keeton agreed to modify the agenda to address item 3-D prior to item 3-C.

**3. AGENDA ITEMS:**

**3-A. DISCUSSION ONLY REGARDING POSSIBLE FIRE HAZARDS ASSOCIATED WITH THE CARSON CITY RIFLE AND PISTOL RANGE (1-0132)** - Mr. Moellendorf provided background information on this item, and reviewed the staff report. Chief Giomi acknowledged that the

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subject area is susceptible to fire, but noted “more broadly, Carson City is susceptible to having fires.” He expressed concern with regard to closing the Rifle and Pistol Range in that most likely people would be shooting in Ash and Kings Canyons and/or near the River. He explained that canyon fires are much more difficult to control and fight. He recommended that the range not be closed based solely on the concern over fire hazard. He expressed a preference that tracer ammunition not be used during the summer months.

In response to a question, Chief Giomi advised that the recent fire occurred off to the side of the pistol range. He acknowledged that fires at the Rifle and Pistol Range have been caused by tracer ammunition. In response to a further question, he advised there would be no reason to post against tracer ammunition during the summer months. He expressed the opinion that closing the range would create a “huge” enforcement issue for Parks and Recreation. He reiterated that a closed range would most likely result in people shooting in areas where there are no restrictions.

Chief Giomi responded to questions regarding how fires are caused by ammunition. In response to a further question, he explained that the fire at the range was caused either by a bullet or by a source of ignition which was later removed. In response to a question, Chairperson Keeton advised that tracer ammunition is legal in Nevada. In response to a question, Chief Giomi advised that if closing the Rifle and Pistol Range would make the community more fire safe, he would have suggested it to the Parks and Recreation Department. He reiterated that closing the range would make the community less fire safe. In response to a question, he expressed the belief that the berms at the range are adequate. He described tracer ammunition, in response to an additional question.

In response to a question, Chief Giomi advised that camp fires create an enforcement issue for the Fire Department; however, the problems encountered are typically not in City-owned facilities. He advised that, as the City’s trail system is developed, the problem may increase especially in remote areas. Chairperson Keeton thanked Chief Giomi for his attendance and participation.

**3-B. DISCUSSION ONLY REGARDING PARKING REQUIREMENTS AND TRAFFIC STUDY FOR MILLS PARK AS THE PROPOSED SITE FOR THE NEW RECREATION CENTER (1-0322)** - Mr. Moellendorf reviewed the staff report. Steve Peck, of Lumos and Associates, discussed the methods by which the proposed number of parking spaces were recommended. He reviewed the maps included in the agenda materials and displayed in the meeting room, and responded to questions with regard to the same.

Commissioner Patton noted the various uses of the Community Center, including the recreation component. In response to a question, Mr. Moellendorf advised that parking would most likely be funded through the recreation center project if construction begins in the near future. He expressed the opinion that costs for parking on the west side of the building and improvements on the east side should be “shared somewhat.” He noted that the west side parking lot was planned long before the recreation center was discussed at Mills Park. He further noted that the west side parking lot was not included in this year’s CIP budget, and expressed the opinion that the cost should be shared with other projects or as part of the CIP Program. He clarified that the City’s CIP Program is fairly restricted in amount and may be even more so in the future. He suggested there may be other funding opportunities available in the future. Commissioner Patton agreed, acknowledging that Parks and Recreation stands to gain by the parking project, but noted that other departments will also. He expressed concern over depletion of funds toward the recreation center project, and noted that the commission had tentatively decided to defer further planning in order to consider

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available funding. He further noted that the parking study executive summary discussed the availability of additional parking at the City Library, the Carson Plaza, and the Bank of America to accommodate peak hour and special event overflow parking. He expressed concern with regard to proceeding toward mutual use agreements where the City may even be required to pay for use of the parking lots. He suggested that the three locations are not viable overflow parking alternatives in light of the difficulties and danger inherent in accessing the Community Center from those locations. Mr. Moellendorf advised that the parking study referred to the three areas as overflow parking for Community Center events. He acknowledged that using any of the three areas would require people to cross busy streets in order to access the Community Center. He advised that improvements would be required at the Bank of America parking lot. He further advised of suggestions to install flashers on Roop Street between the Library and the Community Center. He referred to that section of the parking study which addressed the viability of using the three lots as overflow parking for the Community Center. He suggested that some of the figures are conservative and some are more liberal. He advised that the Bank of America and Carson Plaza parking lots seem to work well in that their business hours would equate to the slowest time of the day for the Community Center and vice versa during the evening hours. He further advised that the Library hours tend to mirror activity at the Community Center and the Aquatic Facility.

In response to a question, Mr. Peck advised the ADA requirement is typically one handicapped parking space for every 50 spaces. He explained the target of the subject parking study, and advised that excessive handicapped use of a facility would require additional parking spaces. Vice Chairperson DePauw suggested considering handicapped use of the Community Center and Mills Park. She discussed her experience at the Carson City Rendevous, and expressed the opinion that one handicapped space for every 50 would be inadequate. She expressed concern with regard to locating the recreation center in Mills Park because of the parking issue, and suggested a parking garage may address the situation.

Commissioner Hoffman noted the cost associated with the three phases of the parking improvement project. In response to a question, Mr. Moellendorf advised that parking will have to be included no matter the location of the recreation facility. He advised that staff will meet with Lumos and Associates representatives to discuss options such as constructing a parking lot "from scratch" or renovating an existing parking lot. He noted that the answers to these questions will determine impacts to the recreation center budget. [Commissioner Livermore arrived at 6:15 p.m.] Mr. Peck acknowledged that some of the improvements are pedestrian-oriented. In response to a further question, he advised that the Library parking lot was not part of the parking study scope of work.

In response to a question, Mr. Peck advised that approximately 200 parking spaces would be needed for the recreation center to stand alone. Chairperson Keeton noted that the parking improvement project will yield an additional 89 spaces. In response to a question, Mr. Moellendorf advised of a formal mutual use agreement with the Roop Street Professional Center. He agreed to check into whether the agreement would remain in place if the building is ever sold. Chairperson Keeton expressed concern over off-site parking agreements. In response to a question, Mr. Peck advised that the findings are for the entire build out. In response to a further question, Mr. Moellendorf advised there are approximately 40,000 square feet in phases 1 and 2 of the recreation center. Eliminating phase 2 of the recreation center would reduce the required number of parking spaces by 50 or 60. In response to a comment, Mr. Peck advised that if phase 2 of the recreation center was not constructed at the Mills Park site, only 140-150 parking spaces would be required.

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In response to a comment, Mr. Moellendorf acknowledged there had been no decision with regard to the number of phases or the components and amenities of the recreation center. He explained that a working square footage was provided to Lumos and Associates as a starting point for parking calculations. He recalled, from a previous meeting, that Finance Director Tom Minton had cautioned against bonding for at least a twelve-month period. The commission subsequently requested staff to present options regarding the type of recreation center which could be constructed with certain amounts of funding. A decision would then be made based on those options. Commissioner Patton expressed appreciation for Mr. Moellendorf's summary. He suggested that, until a decision is made with regard to the amount of funding to spend and whether the recreation center will be constructed in one or more phases, the proposed parking improvements may be premature. Mr. Moellendorf agreed, and commented that parking requirements will vary with the size of the building.

In response to a question, Mr. Peck advised that 113 parking spaces are available at the Carson Plaza, 777 East William Street. He anticipates that approximately 50% of the parking spaces would be available as part of a mutual use agreement. Chairperson Keeton advised that no decision of any kind had been made on the recreation center or its location. He commented there is "a lot of ground to cover yet, but you have to start somewhere." He reiterated his concern over the parking issue.

Mr. Brotzman advised of concerns with regard to traffic and Roop Street access. He discussed phase 1 of the Roop Street widening project from Beverly Drive to Winnie Lane. He advised that flashing lights and a walkway will be installed from the Community Center to the Library. In response to a question, Mr. Brotzman advised there have been studies done on the Library parking lot; however, there is no available funding for any project at the present time.

**3-C. DISCUSSION ONLY REGARDING FUTURE MEETING AND PROJECT SCHEDULES FOR THE PREFERRED COMPREHENSIVE LAND USE MASTER PLAN, THE PARKS, RECREATION, AND TRAILS MASTER PLAN, AND THE NEW RECREATION CENTER (1-1460)** - Mr. Moellendorf reviewed the staff report and the attachments. Commissioner Curtis expressed the hope that a draft of the bike and pedestrian plan will be presented at the same time as the Unified Trails Master Plan. Commissioner Livermore discussed the importance of appropriate trail identification; i.e., those which accommodate transportation and those which do not. Commissioner Curtis expressed concern with regard to the September 6<sup>th</sup> item to approve Mills Park as the location of the new recreation center. In response to a question, Mr. Moellendorf advised that the September 13<sup>th</sup> meeting was scheduled to accommodate Jeff Winston's schedule. In response to a question, Vice Chairperson DePauw expressed concern that the September 13<sup>th</sup> meeting would not be held in the Sierra Room and, therefore, not televised. Chairperson Keeton requested staff to discuss with Mr. Winston the possibility of attending a regularly-scheduled commission meeting. Commissioner Curtis requested that the commissioners be invited to joint meetings of the Board of Supervisors and the Planning Commission at which the parks, recreation, and trails master plan is agendaized for discussion. Mr. Moellendorf agreed to post the meeting for a possible quorum of the commission. Commissioner Herst advised she would be unable to attend the August 16<sup>th</sup> meeting.

(1-1704) David Smith expressed alarm over the Lumos and Associates plan which depicted three basketball courts in the new recreation center. He expressed concern over the September 6<sup>th</sup> item to approve Mills Park as the location of the recreation center. He clarified that the Carson City Racquetball Association has no issue over Mills Park as the location, but is concerned that racquetball is included in the facility

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regardless of its location. He expressed appreciation for Chairperson Keeton's earlier comments which indicated no decision had yet been made regarding the recreation center location or amenities. He advised of having contacted the U.S. Racquetball Association to obtain information regarding racquetball trends. He has also visited basketball facilities in town. He expressed an interest in presenting information to the commission on the needs for racquetball and basketball.

Commissioner Patton expressed concern with regard to the September 6<sup>th</sup> item to approve Mills Park as the location of the recreation center. He reviewed the remainder of the meeting schedule included in the agenda materials, and referred to the conceptual design presented several months ago and the maps presented by the Lumos and Associates representative. He inquired as to what the commission will be asked to approve on September 6<sup>th</sup>, and expressed concern over "confining ourselves." He referred to Finance Director Tom Minton's presentation at the June 21<sup>st</sup> commission meeting, and inquired as to whether the meeting schedule would coincide with a decision over bonding. In response to a further question, Mr. Moellendorf acknowledged a "chicken and egg situation." He discussed the importance of selecting or eliminating proposed sites. He advised that discussion will need to be agendized regarding the type of facility to expect for a certain price. He suggested this will have a great impact on the site selection process. He expressed the hope that, following the Colorado tour, the commission will be able to visualize and have "healthy discussion" regarding components and amenities for the recreation center. He noted the importance of formulating ideas and determining what is appropriate for Carson City. Discussion can then take place regarding cost, variations, alternatives, etc., and determining how these things will fit with the site. Mr. Moellendorf noted staff's indication of Mills Park as the preferred site, but advised this could change. If Mills Park is eliminated as a possible site, the schedule will change because of the need to evaluate alternative sites. Mr. Moellendorf discussed the importance of taking the time necessary to plan and build the recreation center.

Commissioner Patton expressed understanding for the difficulty associated with the time line. He expressed concern with regard to being asked in September to approve Mills Park as the site, and over the order of events delineated in the meeting schedule. He discussed the possibility the process will be limited if Mills Park is selected as the site and information is subsequently presented by the Finance Department indicating the recreation center budget could be increased. He expressed concern over approving Mills Park in September as opposed to selecting a construction management team and then developing a proposed design, after the tour of other facilities and hearing from the residents as to what is needed. After determining the needs and available funding, a better decision could be made as to whether Mills Park is the site to accommodate the recreation center.

Mr. Moellendorf thanked Commissioner Patton for his comments. He requested the commissioners to keep in mind that the schedule can be changed. He expressed the opinion that the site should be selected prior to selecting the design and construction team. Their preliminary designs, upon which costs will be based, will be tied to the site. Mr. Moellendorf suggested that site selection could be deferred, but reiterated the importance of doing so prior to selecting the design and construction team. He suggested that if a decision is made to pursue an additional bond, another decision may need to be made regarding whether all the bond funds should be allocated toward the recreation center. He agreed there is much to consider and many decisions to be made. He advised that the meeting schedule was an attempt to "put us on task." In response to a comment, Chairperson Keeton suggested that the commission could also decide not to make a decision on September 6<sup>th</sup>. He agreed with Mr. Moellendorf regarding the importance of constructing the facility "right the first time." Commissioner Curtis noted that the survey results had not yet been reviewed and the

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tour had not yet taken place. Commissioner Herst requested from the commissioners a list of questions and things to consider on the tour. Commissioner Livermore discussed a survey, conducted by Dave Morgan, regarding the location of the recreation center.

**3-D. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS TO RENAME CENTENNIAL PARK AS “JOHND WINTERS” PARK (1-1104)** - Mr. Moellendorf reviewed the staff report and the accompanying agenda materials. Mayor Marv Teixeira provided background information on JohnD Winters and his contributions to this community. He requested the commissioners' consideration for renaming the park as JohnD Winters Centennial Park, with appropriate signage. He offered to assist with fund raising, if necessary. He advised that Mr. Winters is 96 years of age, and suggested that the park should be named in perpetuity.

(1-1208) Bob McCullough advised of having been born and raised in Carson City, and of having grown up with Mr. Winters' children. He agreed that Mr. Winters has done a “tremendous amount for Carson City,” and expressed the opinion that “it's time Carson City does a tribute to the man.” He provided background information on his knowledge of and experience with Mr. Winters. He agreed with Mayor Teixeira that JohnD Winters Centennial Park “is a great name and it doesn't change much.”

Commissioner Felesina agreed with the comments provided by Mayor Teixeira and Mr. McCullough, and expressed support for the proposal. Commissioner Livermore agreed with the previous comments, and provided historic information on Centennial Park. He noted that the proposed name change will not “take away from” Centennial Park, and read a portion of the park naming policy into the record. He estimated the current value of the land donated by Mr. Winters at \$3 to \$5 million, and noted that the proposed name change represents recognition of an individual with historic roots in this community. He expressed support for naming the park for Mr. Winters, and encouraged the other commissioners to do the same.

In response to a question, Mayor Teixeira expressed a preference for surprising Mr. Winters with the honor. He suggested that whether or not Mr. Winters is aware of the proposal is irrelevant. He discussed the proposal to beautify the entrance to the facility as part of the process, and conduct an official ceremony honoring Mr. Winters. He expressed the hope that Mr. Winters was not yet aware of the proposal. Commissioner Herst expressed support for acknowledging Mr. Winters, and concern with regard to ensuring that City policies and procedures are followed. In response to a question, Mayor Teixeira suggested that the name “JohnD Winters Centennial Park” would maintain continuity for Centennial Park activities and events. Commissioner Patton thanked Mayor Teixeira and Mr. McCullough for their attendance and presentation. He expressed support for the name “JohnD Winters Centennial Park” in order to maintain continuity. Vice Chairperson DePauw agreed.

In response to a comment, Mr. Moellendorf offered to check into installing a larger sign than that which is along Highway 50. **Commissioner Felesina was honored to move to recommend to the Board of Supervisors to rename Centennial Park as JohnD Winters Centennial Park. Commissioner Livermore seconded the motion.** Following a comment, Chairperson Keeton called for a vote on the pending motion; **motion carried 8-0.**

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**3-E. ACTION TO AMEND AND APPROVE COMMISSIONER CURTIS' RECOMMENDED FUTURE AGENDA ITEMS LIST WITH TENTATIVE TIME FRAMES (1-2088)** - Commissioner Curtis provided background information on this item. Chairperson Keeton expressed a preference for continuing to agendize "Future Agenda Items." He suggested reviewing the list and requested input from the commissioners. Vice Chairperson DePauw pointed out that, according to the commission bylaws, election of officers is required to be agendized at the first commission meeting in January. In reference to Exhibit E, Mr. Moellendorf advised that it will be the commissioners' responsibility to bring the listed items forward for presentation. The commissioners and staff reviewed and discussed the items listed on Exhibit E. At the request of Commissioners Patton and Hoffman, discussion of the multi-use trail was added to the list of future agenda items. Following a brief discussion, Commissioner Patton clarified his request was for a briefing with regard to the reasons the multi-use trail dead ends at Fifth Street, and whether or not the matter can be corrected. Commissioner Curtis requested to add "policy on dog-friendly parks" under the "Master Plan" heading.

Chairperson Keeton reviewed the list of Future Agenda Items provided by staff. Mr. Moellendorf responded to a question regarding the purpose for the commission to review the request by Capitol Ford to rent Fuji Park for a new car show.

**4. NON-ACTION ITEMS:**

**STATUS REPORTS AND COMMENTS FROM STAFF (1-2915)** - Mr. Moellendorf provided an overview of the Colorado trip itinerary. Participants included Commissioners Herst, Hoffman, and Livermore, Park Planner Vern Krahn, Recreation Superintendent Barbara Singer, Aquatic Facility Supervisor Kurt Meyer, and Mr. Moellendorf. Ms. Singer is developing a packet containing information on each recreation center. Following the trip, a report will be presented to the commission.

Mr. Moellendorf reported on a recent meeting with Chairperson Keeton, Commissioner Livermore, City Manager Linda Ritter, Ms. Singer, and three individuals from the Western Nevada Community College to discuss the possibility of constructing a recreation facility on the WNCC campus. The matter will most likely be agendized for discussion and possible action at a future meeting.

With regard to phase 1 of the Governor's Field Lighting Project, Mr. Fahrenbruch reported that all poles are installed and the contractor is awaiting the electric panel breaker box. Fields 1, 2, and 3 will then be functional. Phase 2 of the project includes fields 4, 5, and 6. The contractor anticipated finishing the entire project within 3-4 weeks. Mr. Fahrenbruch explained that irrigation cycles had been interrupted in order to accommodate the large equipment. Commissioner Felesina commented on the aesthetic improvement of the new light fixtures.

With regard to Silver Oak Park, Mr. Fahrenbruch reported that the contractor had submitted the grading plan which was in the process of being reviewed. Staff had been meeting with the design team, and is pushing to break ground before the end of the month. Mr. Fahrenbruch advised that staff remains optimistic with regard to having the project completed in November / December. He acknowledged that water trucks will be on site during the grading process, as part of the grading permit. (1-3170) Mr. Fahrenbruch advised that a representative of the Carson City Rendezvous Committee informed him Vice Chairperson DePauw's concerns would be addressed during their "critique meeting."

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**STATUS REPORTS, COMMENTS, AND CONCERNS FROM COMMISSIONERS (1-2848)-**

At Chairperson Keeton's request, Commissioner Livermore explained the purpose for Board Policy No. 2005-P-4, a copy of which was included in the agenda materials. Commissioner Curtis expressed the hope that similar future items would be agendaized for discussion. Vice Chairperson DePauw requested that the policy be agendaized as a discussion and action item. She requested a District Attorney's opinion with regard to how the policy relates to advisory boards, commissions, and committees which are created by statute. She further requested that the item be agendaized reasonably soon. (1-3127) Vice Chairperson DePauw thanked Mr. Fahrenbruch for addressing her concerns regarding parking issues associated with the Carson City Rendezvous. She commended Parks staff on restoring Mills Park following the Independence Day celebrations. She advised that the memorial tree planting for Lonnie Dean Kastens had been postponed to the fall. (1-3178) Commissioner Hoffman requested information on the second and third possible locations for the recreation center in order that the commissioners can visit the sites prior to the September 6<sup>th</sup> meeting. Chairperson Keeton requested to work with Mr. Moellendorf on this. Commissioner Livermore reported that a contract for construction of the Saliman Road reclaimed water line was awarded at the last Board of Supervisors meeting. He described the route of the line. In response to a question, Mr. Fahrenbruch advised that construction had begun. Commissioner Livermore advised that the line will eventually serve to irrigate Mills Park.

**FUTURE AGENDA ITEMS FROM COMMISSIONERS (1-3285) - Previously covered.**

**FUTURE AGENDA ITEMS FROM STAFF (1-3290) -** Mr. Moellendorf requested Chairperson Keeton to e-mail the notes he made during discussion of item E.

**5. ACTION ON ADJOURNMENT (1-3302) -** Vice Chairperson DePauw moved to adjourn the meeting at 8:15 p.m. Commissioner Hoffman seconded the motion. Motion carried 8-0.

The Minutes of the July 19, 2005 meeting of the Carson City Parks and Recreation Commission are so approved this 16<sup>th</sup> day of August, 2005.

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THOMAS N. KEETON, Chair