A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, February 17, 2004 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Tom Keeton

Vice Chairperson Donna DePauw

John Felesina Michael Hoffman Pete Livermore John McKenna

STAFF: Steve Kastens, Parks and Recreation Director

Scott Fahrenbruch, Parks and Recreation Director of Operations

Vern Krahn, Park Planner Larry Werner, City 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 (1-0006) - Chairperson Keeton called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioners Curtis, Herst, and Patton were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0012) - None.

- **1. ACTION ON APPROVAL OF MINUTES January 20, 2004** (1-0018) Vice Chairperson DePauw moved to approve the minutes. Commissioner Livermore seconded the motion. Motion carried 5-0.
- 2. CHANGES TO THE AGENDA (1-0023) None.
- 3. AGENDA ITEMS:

3-A. ACTIONON THE UTILITIES DEPARTMENT'S REQUEST TO DRILL AND EQUIP A NEW POTABLE CITY WATER WELL IN SUNSET PARK (1-0025) - Mr. Fahrenbruch reviewed the staff report and Mr. Krahn pointed out the proposed location of the well on a displayed site plan. Mr. Fahrenbruch reviewed suggestions offered by the adjacent residents at a neighborhood meeting, as follows: Move electrical cabinets as close together as possible; reduce the height of electrical boxes, if possible; plant large, mature trees as part of the landscaping around the well; remove a large cottonwood tree, which Mr. Fahrenbruch pointed out on the displayed site plan; and repair the street damage at the end of East Sunset Way. Mr. Fahrenbruch advised that none of the residents in attendance at the neighborhood meeting were opposed to the project. [Commissioner McKenna arrived at 5:35 p.m.] Mr. Fahrenbruch noted that the project will improve water pressure at the park site and for the adjacent residents, and add landscaping to the park. He discussed reasons for choosing the proposed location at the southeast corner of the park, and noted that most of the intense use of the park occurs at the west end. He discussed past successful partnerships with the Utilities Department in the construction of the Long Ranch Estates and Sonoma Park production wells.

Mr. Fahrenbruch referred to the displayed conceptual photograph which depicted the eliminated cottonwood tree. He advised that removal of the cottonwood tree was a unanimous request of the residents in attendance at the neighborhood meeting. He discussed complaints received over the past 5-6 years regarding the "mess" created by the cottonwood seeds. He advised that the tree is considered hazardous, particularly for the resident directly north of it. He explained that the proposed well depicted on the displayed conceptual photograph did not represent a final design. He reviewed the landscaping depicted on the conceptual photograph, and reiterated the residents' request that the electrical boxes be reduced in height and installed in a cluster. He advised that Utilities Department staff is researching a lower profile electrical box. He further advised that staff is considering park benches, boulders, and more creativity in the landscape plan. Additionally, the residents requested that the landscape be planted in such a way as to block or screen as much of the production well components as possible.

Commissioner Livermore noted that the vaults for the production well at Sonoma Park are underground, and suggested considering the same type of equipment for the subject project. He further suggested requesting a sign for Sunset Park. He referred to the landscaping being planted at the Ribeiro Corporation development, and suggested selecting and planting trees at the same level of maturity. He agreed with considering park benches for the setting, and that the project will benefit the community. Mr. Fahrenbruch advised that the residents emphasized a request to incorporate large, mature trees as part of the landscape.

In response to a question, Mr. Fahrenbruch advised that Utilities Operations Manager Tom Hoffert informed the residents at the neighborhood meeting that noise from the well will not be very noticeable; more of a constant humming at those times when the well is in production. Mr. Fahrenbruch advised that residents adjacent to the Sonoma Park well have not complained about the noise. He further advised that the residents in attendance at the neighborhood meeting seemed satisfied with the explanation offered by Mr. Hoffert. Mr. Kastens responded to additional questions regarding noise associated with the production well equipment. He advised that the landscaping will serve to muffle some of the noise, and that there have been no complaints regarding the Sonoma Park equipment from the adjacent residents or the park users. He acknowledged that the well will not interfere with park usage, and discussed current usage at the park. Mr. Fahrenbruch acknowledged that the well is similar to the one located at the corner of Thames and Oxford Drives. Chairperson Keeton advised that a resident adjacent to said well has indicated the noise is not bothersome.

Mr. Fahrenbruch acknowledged that the cottonwood tree has severely damaged the curb. He explained that once the tree is removed, the curb will have to be ground down to "well below grade" to remove the remainder of the decaying cottonwood. He pointed out the curbing, on the displayed conceptual photograph, which had been heaved and removed and the asphalt which had been cracked and damaged as a result of the tree's surface roots. He reiterated that a large portion of the tree hangs over a residence to the north creating a potential hazard. He advised of constant complaints each year during the time that the cotton seeds are released. He reiterated that the residents in attendance at the neighborhood meeting were unanimous in their request to remove the cottonwood tree. He acknowledged that the tree has been safety pruned in the past. In response to a further question, Mr. Fahrenbruch advised that there are eight existing trees underneath the cottonwood tree. No determination had yet been made with regard to the number of trees which will be planted in place of the cottonwood tree. Mr. Fahrenbruch advised that the residents were "adamant" about planting large, mature trees to replace the cottonwood tree. Prior to approving the landscape plan for the project, Utilities Department staff has been requested to include large,

mature trees in the plan. Mr. Fahrenbruch suggested six 3" caliper trees to replace the cottonwood tree. Vice Chairperson DePauw requested that the replacement trees be planted within the same time frame as the other landscape is planted, and in accordance with the Landscape Ordinance.

In response to a question, Mr. Werner advised that the subject well is a peaking well which will run June through September. He explained that the noise will generally come from ventilation fans on the electrical equipment; the well and pumps are buried 200-300 feet underground. In response to a further question, Mr. Werner advised that the possibility of installing lower profile electrical boxes will be dependent upon the requirements of the electrical code. He assured the Commissioners that the residents' concerns and comments were taken into account, and that staff will make every effort to accommodate them. Mr. Fahrenbruch responded to additional questions regarding the landscape plan. Mr. Werner advised that Development Services staff would make every effort to respond to the requests and concerns expressed during this meeting.

(1-0365) Sally Edwards, a resident adjacent to Sunset Park, described the volume of cottonwood seeds produced by the tree depicted on the displayed site plan, and the damage it has caused to the sidewalk and asphalt. She expressed the opinion that the trees planted underneath the cottonwood tree have most likely been stunted due to lack of light and water. She advised of having attended the neighborhood meeting and confirmed that everyone present was in favor of removing the cottonwood tree. She expressed the hope that the production well will not be noisy, and expressed the preference for a lower profile electrical box. She advised that construction of the production well is anticipated to last from April 1st to July 1st. She commented that the well will reduce the usable size of the park's play area. In response to a question, Ms. Edwards expressed support for removing the cottonwood tree, and reiterated her hope that the box will not be noisy during the summer evenings.

Chairperson Keeton called for additional public and Commission comments and, when none were forthcoming, entertained a motion. Commissioner Livermore moved to approve the Utilities Department request to drill and equip a new potable City water well in Sunset Park with the terms and conditions discussed during this meeting. Commissioner Felesina seconded the motion. Motion carried 6-0.

3-B. REPORT ON THE NEVADA RECREATION AND PARK SOCIETY AWARDS (1-0470) - Mr. Fahrenbruch provided background information on the Dundee Jones Award, as described in the staff report. He advised that the award judges informed him Mr. Kastens was the "hands down favorite" among several other nominees to receive the award. He referred to the nomination packet included in the agenda materials, and commented that it was a labor of love by Parks and Recreation Department staff to develop and submit it. He described the delight of seeing Mr. Kastens recognized and appreciated at the recent annual meeting of the Nevada Recreation and Parks Society ("NRPS") for what Parks and Recreation staff has "appreciated and recognized all along ... that Steve does a fine job for not only the City of Carson City but for the State of Nevada." Mr. Fahrenbruch provided background information on Mr. Kastens' local, regional, and statewide achievements during his tenure with the Parks and Recreation Department. He related details of the compliment given to the Carson City Parks and Recreation Department by the former City of Henderson Parks and Recreation Director, whose department was awarded the National Recreation and Parks Association Gold Medal. He advised of the individuals in attendance at the annual NRPS meeting, and that Mr. Kastens was given a standing ovation when he was announced the winner of the Dundee Jones Award. He expressed appreciation, on behalf of Parks and Recreation Department staff, for everything Mr. Kastens has done and for the admiration expressed by

Parks and Recreation professionals statewide in conferring this award. Mr. Krahn described the department-wide effort involved in secretly developing and submitting the award nomination.

Commissioner Livermore referred to the nomination packet and attested to Mr. Kastens' accomplishments during his tenure with the Parks and Recreation Department. He commented that "there has never been a finer City employee work for Carson City in those years," and discussed Mr. Kastens' dedication and professionalism. He advised of having met Mr. Kastens in 1981, and commented on the numerous opportunities Mr. Kastens has had to challenge himself and his staff and to "make Carson City a better place with regard to parks and recreation." He expressed gratitude to Mr. Kastens for his contributions to the City's parks and recreation. Vice Chairperson DePauw agreed with Commissioner Livermore's comments, and expressed appreciation for the "love and dedication" from Mr. Kastens and his staff. She discussed her work with Mr. Kastens in developing Ballot Question #18, and commented that "without [Mr. Kastens] it couldn't have happened." She further commented that Mr. Kastens was very deserving of the award, and she expressed appreciation for the respect and dedication shown by Mr. Kastens' staff.

Mr. Kastens advised that the Dundee Jones Award is named after a highly respected former City of Henderson Parks and Recreation Director. He explained his relationship with Mr. Jones, who served as a mentor in his professional career, and commented that he was "thrilled to receive the award."

Commissioner Felesina commended the Parks and Recreation Department staff for developing and submitting the award nomination. He commented that Mr. Kastens earned the award, and that it's not often people are commended the way they should be. Commissioner Hoffman thanked Mr. Kastens for his service to the City, and commented that Mr. Kastens was very deserving of the award.

Mr. Kastens commented that he didn't earn the award by himself, but with the assistance of his staff, the community, the Parks and Recreation Commission, the Board of Supervisors, and everyone who has supported him over the years. He discussed the importance of the passage of Question #18 to the success of parks and recreation. He thanked the Commissioners for their comments. At Vice Chairperson DePauw's request, Mr. Kastens agreed to bring the award plaque to the next meeting.

Commissioner Livermore reviewed the history of Mr. Kastens' involvement in parks and recreation projects and issues over the years. Chairperson Keeton echoed the compliments to the staff for preparing and submitting the nomination application. He commented that Mr. Kastens has always reflected the highest caliber of professionalism in all his dealings.

(1-0768) Mr. Krahn circulated the Elmer H. Anderson Awards for Park Excellence and reviewed the staff report. In response to a question, he listed some of the Elmer H. Anderson Awards which have been conferred on the Parks and Recreation Department to date. He circulated photographs of Blackwell's Pond Park and Fuji Park which were included in the respective applications. He reviewed the design features of Blackwell's Pond Park and the recent renovations to Fuji Park.

Mr. Fahrenbruch advised that he has served as a judge on the Elmer H. Anderson Awards Committee for the past 6-7 years, prior to serving as chair of the committee. He further advised that he abstained from voting on the Carson City Parks and Recreation Department's nominations. He explained that there were 15 different projects submitted for nomination in the various categories, and that the overall favorite was Blackwell's Pond Park. "Everybody, from the landscape architects to the professionals, loved the incorporation ... of natural elements." Mr. Fahrenbruch advised that the awards committee members were

impressed with the uniqueness of the site. He acknowledged that he abstained from voting because of his involvement in construction of the projects. Chairperson Keeton called for additional Commission and public comments; however, none were provided.

3-C. DISCUSSION AND UPDATE REGARDING THE PARKS AND RECREATION ELEMENT TO THE MASTER PLAN (1-0885) - Mr. Krahn reviewed the staff report and the accompanying exhibits included in the agenda materials. He provided an overview of the content of the visioning process meetings held with the volunteer working groups and staff.

Commissioner Hoffman commended Mr. Krahn on facilitation of the meetings. In response to a question, Mr. Krahn advised that Consultant Jeff Winston will be available to meet with the volunteer working groups on March 2nd. Mr. Krahn reviewed the tentative meeting schedule and advised that Management Assistant Stella Hyatt would contact the volunteers to confirm the date and time. Chairperson Keeton advised that he had attended both the recreation and parks volunteer working group meetings, and commented that they went well and good input was provided. He reminded the Commissioners of the purpose of the meetings to define the scope of work. He invited the Commissioners to provide input to the members of the volunteer working groups.

4. NON-ACTION ITEMS:

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-1080) - Mr. Fahrenbruch reported that the Governor's Field irrigation replacement project is anticipated to be complete by February 20th. The potable water systems for fields 1, 2, and 3 are complete and fields 4, 5, and 6 are being finished up. Little League tryouts are scheduled for February 21 and 22.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1104) - Mr. Kastens advised that his last day with the City will be Thursday, March 18th. The Parks and Recreation Department staff has scheduled an open house from 1:00 to 4:00 p.m. on that day. Mr. Fahrenbruch advised of having attended a recent strategic planning meeting of the Youth Sports Association. He noted that Chairperson Keeton was also in attendance. He commented that it was a beneficial meeting and expressed appreciation for being able to attend. (1-1255) Mr. Kastens reported on an unfortunate incident which occurred during last Saturday's youth basketball program. He advised that the staff who were on duty at the time handled the matter very professionally, the Sheriff's Office is pursuing investigation of the incident, and the District Attorney's office will most likely follow up with appropriate action. Recreation Superintendent Joel Dunn met with his staff to reassure them that the Department is supportive of their actions which, from all accounts of the incident, were appropriate. Mr. Kastens advised that steps will be taken to prevent such an incident from happening again. Chairperson Keeton commended Parks and Recreation Department staff, and commented that discussion of the issues of safety and training of sports officials took place at the volunteer working group meetings and the YSA strategic planning meeting.

STATUS REPORTS AND COMMENTS FROM COMMISSIONERS (1-1156) - Commissioner Livermore provided an overview of the Youth Sports Association strategic planning meeting. He expressed appreciation to Joanne Skelly, of the UNR Cooperative Extension, for facilitating the meeting. He discussed future plans in consideration of facilities, volunteers, formation of tournament/traveling teams, and various issues and challenges. He advised that John Simms attended the National Youth Sports Association conference last year. Mr. Simms and an additional YSA member will be attending this year's

conference. Chairperson Keeton discussed the importance of considering the future needs of the community with regard to youth sports. He noted that the popularity of extreme sports is increasing, and that people are continuing to participate in sports into middle and retirement age.

FUTURE AGENDA ITEMS FROM COMMISSIONERS (1-1248) - Chairperson Keeton requested the Commissioners to consider agenda items for future meetings. He invited the Commissioners to call him or staff. (1-1299) Mr. Kastens advised that a joint meeting with the Planning Commission will be scheduled for March 2^{nd} . Review of the annual budget submittal will be agendized for the March 16^{th} Parks and Recreation Commission meeting.

5. ACTION ON ADJOURNMENT (1-1310) - Commissioner Livermore moved to adjourn the meeting at 6:49 p.m. Vice Chairperson DePauw seconded the motion. Motion carried 6-0. Chairperson
Keeton congratulated Mr. Kastens on his Dundee Award.
The Minutes of the February 17, 2004 meeting of the Carson City Parks and Recreation Commission are so approved this day of March, 2004.
THOMAS N. KEETON, Chair