

# **CARSON CITY PARKS AND RECREATION COMMISSION**

## **Minutes of the August 19, 2003 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, August 19, 2003 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

**STAFF:** Steve Kastens, Parks and Recreation Director  
Juan Guzman, Open Space Manager  
Vern Krahn, Parks Planner  
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)** - Vice Chairperson Keeton called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Chairperson Wilke and Commissioners Dunn and McKenna were absent.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0027)** - None.

**1. ACTION ON APPROVAL OF MINUTES - June 17, 2003 and July 15, 2003 (1-0012)** - Commissioner Livermore moved to approve the June 17, 2003 minutes, as presented. Commissioner Herst seconded the motion. Motion carried 5-0. Commissioner Livermore moved to approve the July 15, 2003 minutes, as presented. Commissioner Hoffman seconded the motion. Motion carried 5-0.

**2. CHANGES TO THE AGENDA (1-1041)** - Vice Chairperson Keeton modified the agenda to address item 3-D following item 3-B.

**3. AGENDA ITEMS:**

**3-A. DISCUSSION ONLY REGARDING THE U.S. FOREST SERVICE LANDSCAPE ANALYSIS FOR THE CLEAR CREEK, VOLTAIRE, AND KINGS CANYON AREAS TO IDENTIFY ISSUES OF CONCERN, DETERMINE THE DESIRED FUTURE CONDITIONS AND MAKE RECOMMENDATIONS FOR FUTURE ACTIONS IN THESE WATERSHED AREAS (1-0032)** - Mr. Krahn provided an overview of the staff report included in the agenda materials. Sally Champion, a hydrologist with the U.S. Forest Service ("USFS"), introduced Supervisory Forester Larry Randall and Recreation Specialist Paddy Hardy. Ms. Champion referred to a displayed map, depicting the Clear Creek Watershed, Kings Canyon, and Voltaire Canyon. She explained the concept and purpose of a landscape analysis and discussed issues of concern, including fire, fuels reduction, law enforcement, watershed issues associated with Clear Creek, cultural resources to protect and interpret on Kings Canyon Road, scenery management, and wildlife. Ms. Champion discussed considerations such as appropriate day-

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use facilities, sufficient non-motorized vehicle trails, trail connectivity, etc. She advised of time spent with City staff touring the subject areas and discussing issues of concern and potential facilities. She solicited input from the Commissioners with regard to the same.

Commissioner Curtis thanked the USFS representatives for their presentation. In response to a question, Ms. Champion anticipated that the landscape analysis will be complete in the spring of 2004 and that the process will end with a list of recommendations. A draft will be submitted for public review/input and subsequent revisions. The recommendations will eventually be used to develop projects which will be submitted to the National Environmental Policy Act ("NEPA") process. [Commissioner DePauw arrived at 5:42 p.m.] Mr. Randall described development of the Peavine Mountain Roads and Recreation Strategy, and advised that it served to incorporate public interests with environmental concerns. Ms. Hardy advised that the landscape analysis document will provide opportunities to consider the existing area and to make plans for the future. Identifying resources and the NEPA process will be done one project at a time. Ms. Hardy advised that USFS representatives look forward to cooperating and coordinating with City staff.

In response to a question regarding access restrictions, Ms. Hardy noted that the document is entitled the Clear Creek Watershed Analysis. Concerns include both water quality and recreational access. Ms. Hardy emphasized that access will not be restricted in one area without making a similar access available in another, more appropriate area. Commissioner Livermore expressed a concern with regard to the subject areas becoming wilderness designations with no available access. Ms. Champion discussed the relatively easy access to national forest lands from Carson City, and advised that USFS representatives are cognizant of access difficulties in neighboring counties. In response to a question, Mr. Randall advised that prioritization criteria for the recommendations has yet to be developed. Some of the general assumptions would be support for a particular recommendation; various types of projects such as fuels reduction, watershed, recreation, etc.; and funding opportunities. He acknowledged that a natural part of the process will be to submit the recommended priorities to the Commission for additional input. Commissioner Hoffman thanked the USFS representatives for spearheading the analysis. He discussed concerns over parking, protecting the City's watershed and viewshed, and fire fuels management. He commended the USFS on the project and expressed his support. In response to a question, Ms. Champion advised that USFS representatives have been working most closely with City staff, Carson Water Subconservancy District representatives, and Nevada Department of Transportation representatives. Future partnerships may develop with Douglas County, the Tahoe Rim Trail Association, the Bureau of Land Management, and the U.S. Fish and Wildlife Service. In response to a further question, Ms. Champion reviewed the legend for the displayed map. She and Mr. Randall responded to additional questions regarding law enforcement and fire prevention issues.

Mr. Kastens discussed cooperative projects between the City and the BLM, including the Ambrose-Carson River Natural Area, the Silver Saddle Ranch, etc. He advised that similar cooperative efforts will be pursued with the USFS. In response to an earlier comment, he advised that developing a facility for proper use of an area will often result in the decrease or elimination of improper usage. He referred to Riverview Park, Carson River Park, and improvement to trails around the Mexican Dam as examples. In addition, Mr. Kastens advised that a cooperative project would involve the Carson City Sheriff's Office and the City Park Ranger in patrol of the area. He commented that City staff looks forward to working with USFS staff. He discussed the benefit of presenting cooperative projects to the public through the Commission.

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In response to a question, Mr. Randall advised that USFS representatives are in frequent contact with Mr. Guzman regarding open space opportunities. He clarified that the USFS is also very cognizant of the forest boundary and private property rights. The USFS is always open to the possibility of acquisitions or exchanges to “get that forest boundary where it makes the most sense.” Mr. Kastens advised that Mr. Guzman works very closely with those USFS representatives who are involved in management and acquisition of USFS land. Commissioner Livermore reiterated his concern regarding access restrictions.

Commissioner Herst commented that the land analysis represents “the best form of collaboration,” and commended the USFS and City representatives for moving forward with it. Commissioner DePauw expressed the opinion that there are too many restrictions on the Carson River, and expressed support for limiting the amount of motor vehicle access restrictions. Vice Chairperson Keeton expressed support for keeping motorized and non-motorized uses separate. He thanked the USFS representatives for their presentation and offered the Commission’s assistance in publicizing the draft document at the appropriate time. He called for public comment; however, none was provided.

**3-B. ACTION ON THE NEW RONALDD. WILSON MEMORIAL PARK MASTER PLAN AND CONSTRUCTION PHASING PLAN (1-0613)** - Mr. Krahn distributed a colorized version of the Ronald D. Wilson Memorial Park Master Plan to the Commissioners, City staff, and the citizens present. He reviewed the staff report, referred to a displayed version of the 1998 master plan and the revised version, and provided background information regarding the same. Commissioner Livermore provided additional background information regarding development of the buffer area between the park site and the Cottonwood Mobile Home Park, and the project phases. He commented that the park “has been on the drawing board for many years,” and discussed the need to move forward with its development. He expressed the opinion that the buffer area represents a fair compromise between the two property owners. He complimented Al and Mary Fischer, owners of the Cottonwood Mobile Home Park, on their cooperation in providing a water source for the buffer area in order that the first phase of development can begin.

In response to a question, Mr. Krahn reviewed the anticipated construction time table for the park, existing funding, and funding allocations for phase 1. He reviewed the agreement between the City and the Fischers, as follows: the water and power for the buffer area will be provided at no expense to the City for a period of 5-7 years. The Commission will, in turn, be requested to consider allocating residential construction tax, over the next 5-7 years, to provide the necessary funding to extend water to the site. This will require a \$40,000 - \$50,000 residential construction tax allocation per year.

In response to a question, Mr. Krahn advised that all the homes in the area are on wells. The closest City water source is at Emerson Drive. City policy requires extending water “to and through” the park site when it is developed to the point of needing water for landscape, restroom facilities, etc. In response to a further question, Mr. Krahn discussed the development phases, associated costs, and funding sources. In response to an additional question, Mr. Kastens explained that if any of the existing residences connect to City water at some point in the future, the City would be reimbursed a pro-rated cost of extending the water line. Commissioner Hoffman commended City staff and the Fischers on the cooperative agreement. He commented that, without the Fischers’ cooperation, the project would be further postponed. In response to a question, Mr. Kastens advised that the Fischers will only be providing water and power for the buffer area. The City will need to provide the water source for the additional development phases. Discussion took place regarding the possibility of utilizing a well to serve the park site, and consensus of staff and the Commissioners was that a residential well would not have sufficient capacity and a commercial or

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municipal well would be too expensive and would deplete the resources of adjacent residential wells. In response to a question, Mr. Kastens noted that approving the revised master plan establishes a pace for development of the park.

Vice Chairperson Keeton called for public comment and, when none was forthcoming, entertained a motion. **Commissioner Livermore moved to recommend to the Board of Supervisors to adopt a new Ronald D. Wilson Memorial Park Master Plan and construction phasing plan, as presented. Commissioner Hoffman seconded the motion. Motion carried 6-0.** Vice Chairperson Keeton thanked the Fischers.

**3-C. ACTION ON A JOINT RECOMMENDATION FROM THE SUBCOMMITTEE OF THE PARKS AND RECREATION COMMISSION, OPEN SPACE ADVISORY COMMITTEE, CARSON RIVER ADVISORY COMMITTEE, AND THE ADVISORY BOARD TO MANAGE WILDLIFE TO THEIR RESPECTIVE COMMISSION OR COMMITTEES LISTING PRIORITIES FOR PROJECT CONSTRUCTION, PROPERTY ACQUISITION, AND RESOURCE RESTORATION FOR GRANT APPLICATIONS FOR STATE BALLOT QUESTION #1 FUTURE PROJECTS (1-2245)** - Mr. Kastens reviewed the staff report and provided background information on the purpose of the July 23, 2003 subcommittee meeting. He advised that, at their August 18, 2003 meeting, the Open Space Advisory Committee unanimously approved the recommendation of the joint subcommittee. He referred to the displayed Question #1 Opportunities Map and discussed its purpose.

Commissioner Curtis commended staff on development of the opportunities map and the project/funding matrices. Mr. Krahn and Mr. Guzman responded to questions regarding match requirements. In response to a further question, Mr. Kastens discussed the concept of "urban park" as defined in the grant administration regulations developed by the Division of State Lands. In response to an additional question, Mr. Kastens advised that once the priority matrix is approved by the Board of Supervisors, Parks staff will begin the process of pursuing the grant funding. He explained the purpose of the time table included in the project matrix (Exhibit A) and reviewed the partnership opportunities listed in Exhibit B. Mr. Guzman explained the partnership requirements involving the Nevada Department of Wildlife and the Nevada State Parks Department. Commissioner Livermore commended Parks staff on the detail provided in the project and funding matrices. **Commissioner Herst moved to approve the joint recommendation, as presented. Commissioner DePauw seconded the motion. Motion carried 6-0.**

**3-D. ACTION ON APPROVAL OF MASTER PLAN FOR EAGLE VALLEY CREEK NATURAL AREA AND REGIONAL TRAIL CONNECTION TO CARSON CITY BICYCLE SYSTEM PLAN LOCATED AT THE NEW CARSON-TAHOE REGIONAL MEDICAL FACILITY (1-1049)** - Mr. Krahn reviewed the staff report. Mr. Kastens explained the agreement between the City's Development Services Department and the Parks Department to jointly develop detention basins. He referred to Mayor's Park and Blackwells Pond Park as examples. He discussed Parks Department staff's involvement in the subject project. Commissioner Livermore provided background information on the subject detention facility.

(1-1203) Kevin Stansbury, Chief Operating Officer of Carson-Tahoe Hospital, provided an overview of the campus using a displayed site plan.

(1-1230) Barb Santner, a landscape architect/planner with MacKay and Soms, advised that her firm was

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retained to provide the landscape architecture design services for the Carson-Tahoe Regional Medical Facility and for the Surgery Specialty Hospital. Ms. Santner reviewed and discussed details of the Eagle Valley Creek Nature Area Master Plan, the Eagle Valley Creek Detention Basins Master Plan, and a conceptual photograph of the same, all of which were displayed.

Commissioner DePauw advised that she has a problem with planting additional cottonwood trees, and suggested considering other tree species instead. She clarified that the existing cottonwoods should remain as long as they are properly maintained. In response to a further question, Ms. Santner advised that the plan calls for both drip and spray irrigation. No effluent water will be used due to the adjacent creek bed. Commissioner DePauw expressed support for the concept and commented that it will enhance the hospital's healing environment. She reiterated the suggestion to consider tree species other than cottonwoods and poplars.

(1-1477) Mr. Stansbury advised of an additional concern with regard to using effluent water in that infection control within the hospital could be compromised.

Commissioner Livermore discussed prohibitions against using effluent water for irrigation adjacent to a federally-owned waterway. He complimented the design consultants and City staff on creating a detention facility which will be beneficial to the hospital's healing environment as well as to the whole community. Mr. Stansbury acknowledged that the hospital will supply all the water to irrigate the natural area. Commissioner Hoffman expressed support for the design and commented that the natural area represents a great opportunity for the community. In response to a question, Mr. Stansbury anticipated that there will be no restrictions on use of the trailhead parking areas. More than 700 parking spaces are planned for the existing regional medical facility's site which is approximately twice the parking of the existing hospital site. Additional parking will be available for the office buildings and the surgical hospital. Mr. Stansbury advised that discussions would take place with City representatives if parking restrictions ever become necessary. In response to a further question, Mr. Kastens advised that the concrete paths were proposed by City staff in light of maintenance considerations. Discussion took place regarding polyvinyl cushioned paths and snow removal requirements.

Ms. Santner pointed out the north/south bridge crossing which will be included at a future point for access between the medical office parcels. At the request of Commissioner Livermore, Ms. Santner reviewed and discussed the landscape design proposed for the medical facility campus.

**Commissioner Livermore moved to approve the master plan for the Eagle Creek Nature Area and regional trail connection to the Carson City Bicycle System Plan located at the new Carson-Tahoe Regional Medical Facility. Commissioner Herst seconded the motion.** In response to a comment, Mr. Kastens explained the Commission's approval of this item constitutes an acknowledgment that the design is compatible with the City's Bicycle System Plan and that the facility is beneficial to the community. Construction of the facility will accommodate the needs of the Carson-Tahoe Regional Medical Facility without committing the City to anything. Mr. Kastens noted that citizens would use the facility whether or not the City had participated in its design; Carson-Tahoe Regional Medical Facility representatives have "graciously" agreed to include the facility in the City's Bicycle System Plan. Mr. Stansbury agreed that Mr. Kastens' comments were accurate. Vice Chairperson Keeton called for a vote on the pending motion; **motion carried 6-0.**

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**3-E. ACTION TO DETERMINE THE PARKS AND RECREATION DEPARTMENT'S INVOLVEMENT IN THE DEVELOPMENT AND MAINTENANCE OF THE EAGLE VALLEY CREEK NATURAL AREA AND TRAIL SYSTEM (1-1836)** - Mr. Kastens reviewed the staff report and the attached Exhibit A. He provided an overview of the recommended action included in the staff report and the cost projections developed by Parks and Recreation Director of Operations Scott Fahrenbruch.

Commissioner DePauw reiterated her concerns regarding the use of cottonwood and poplar trees in the design. She discussed maintenance and safety issues associated with cottonwood trees. She reiterated her support for leaving the existing cottonwoods. Ms. Santner acknowledged her willingness to work with the City's contract urban forester regarding alternative tree species. In response to a question, Mr. Kastens advised that, with the Commission's approval of this item, the City will develop an agreement with the Carson-Tahoe Regional Medical Facility delineating details of the natural area and detention basins. He further advised that any agreement would be presented to the Commission for review and approval and, eventually, to the Board of Supervisors. In response to a further question, Mr. Kastens advised that the Parks Department would only participate in maintenance of the natural area. The City's Storm Drainage Department would be responsible for maintenance of the detention basin facility. Commissioner Livermore provided an overview of the August 14<sup>th</sup> letter from City Engineer Larry Werner which discussed funding sources for construction and maintenance of the detention facility. In response to a question, Ms. Santner advised that construction costs for the detention basins were estimated at \$430,000; this figure does not include concrete for the road surfaces. Mr. Kastens responded to questions regarding costs associated with the temporary/seasonal employee, the six-month employment period, and contract snow removal service. Commissioner Livermore acknowledged that the hospital has snow removal equipment, and suggested that this could be a point of negotiation.

**Commissioner Curtis moved to approve staff's recommended action. Commissioner Livermore seconded the motion.** Mr. Kastens acknowledged that staff will return to the Commission once negotiations are finalized and that tree species will be part of the negotiation process. Vice Chairperson Keeton called for a vote on the pending motion; **motion carried 6-0.** Vice Chairperson Keeton thanked Mr. Stansbury and Ms. Santner for their presentation.

**3-F. ACTION ON CHANGES TO PARKS AND RECREATION COMMISSION'S BYLAWS AS IDENTIFIED AT THE JULY 15, 2003 COMMISSION MEETING REGARDING SECTION 5.c., "DUTIES OF CHAIRMAN" AND SECTION 11.e., "CONDUCT OF MEETING" (1-2644)** - Vice Chairperson Keeton noted that this item could not be considered until 75% of the Commission is present. The item was deferred to the next meeting.

#### **4. NON-ACTION ITEMS:**

**STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-2653)** - None.

**STATUS REPORTS AND COMMENTS FROM COMMISSION MEMBERS (1-2662)** - Commissioner Herst announced that the Great American Weight Loss Challenge kickoff is scheduled for September 13<sup>th</sup> at Mills Park. She reviewed the sponsoring organizations, and offered to agendize a short presentation for the next Commission meeting.

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**STATUS REPORTS AND COMMENTS FROM STAFF** (1-2713) - Mr. Guzman announced the Lompa Wetlands Cleanup scheduled for Saturday, August 23<sup>rd</sup>. He reviewed the flyer which was distributed to the Commissioners and staff.

**FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS** (1-2743) - In response to a question, Mr. Kastens advised that review of the fee structure would be agendaized for the second meeting in September. Review of residential construction tax applications will be agendaized for the first meeting in September. Commissioner Herst advised she would be absent from the September 16<sup>th</sup> Commission meeting. Mr. Kastens advised of a potential conflict with the Board of Supervisors meeting which has been rescheduled from September 18 to September 16.

**5. ACTION ON ADJOURNMENT** (1-2787) - Commissioner Herst moved to adjourn the meeting at 7:55 p.m. Commissioner DePauw seconded the motion. Motion carried 6-0.

The Minutes of the August 19, 2003 meeting of the Carson City Parks and Recreation Commission are so approved this 2<sup>nd</sup> day of September, 2003.

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STACIE WILKE, Chair