

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the May 7, 2002 Meeting**

**Page 1**

A regular meeting of the Carson City Parks and Recreation Commission was scheduled for 5:30 p.m. on Tuesday, May 7, 2002 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Jim Dunn  
Vice Chairperson Stacie Wilke  
Donna DePauw  
Tom Keeton  
Glen Martel  
Larry Osborne  
Jon Plank

**STAFF:** Steve Kastens, Parks and Recreation Director  
Walt Sullivan, Planning and Community Development Director  
Scott Fahrenbruch, Parks Superintendent  
Vern Krahn, Parks Planner  
Joel Dunn, Recreation Specialist - Sports  
Skip Canfield, Senior Planner

**NOTE:** Unless indicated otherwise, each item was introduced by Chairperson Dunn. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

**CALL TO ORDER AND ROLL CALL (1-0003)** - Chairperson Dunn called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioners Cabrera and Simms were absent.

**ACTION ON APPROVAL OF MINUTES - April 16, 2002 (1-0013)** - Commissioner Keeton moved to approve the minutes. Commissioner DePauw seconded the motion. Motion carried 7-0.

**PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0021)** - None.

**AGENDA ITEMS:**

**1. ACTION REGARDING A REVIEW AND RECOMMENDATIONS INVOLVING PLANNING COMMISSION ITEM A-00/01-4(a), AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE ("CCMC"), TITLE 18 (ZONING), SPECIFICALLY PROPOSED CHANGES TO SECTION 18.04.170 (PUBLIC), SPECIFICALLY ADDING SECTION 18.04.175 (PUBLIC NEIGHBORHOOD), 18.04.180 (PUBLIC COMMUNITY), 18.04.185 (PUBLIC REGIONAL) AND 18.04.186 (PUBLIC), AND DISCUSSION REGARDING THOSE LANDS DESIGNATED AS PARKS OR RECREATIONAL FACILITIES (1-0028)** - Mr. Krahn reviewed the staff report and the attachments included in the agenda materials. Mr. Sullivan commended Mr. Krahn on the concise nature of the staff report, and provided background information on this item. He reviewed the various uses defined by the proposed zoning designations. He distributed copies of the Urban Interface Plan and explained that it mandates use of BLM properties. He referred to a displayed map depicting BLM properties and reviewed the same. He advised that the Regional Planning Commission has reviewed and approved the category system, but requested staff to review all federal lands.

## **CARSON CITY PARKS AND RECREATION COMMISSION**

### **Minutes of the May 7, 2002 Meeting**

#### **Page 2**

Mr. Sullivan advised that Parks and Recreation Department staff was requested to fit the various parks within the proposed category system according to park standards. He provided examples of the same, and discussed concerns presented by the public. He explained that the conservation reserve designation is “basically a holding zone,” that development of a park in a conservation reserve zone does not require a special use permit, but that every use in a public zone does require a special use permit.

Mr. Canfield referred to the displayed maps and pointed out the public regional zone. He advised that staff’s intent in the Pinion Hills area was to match the Urban Interface Plan with the public regional zone in an attempt to make the zoning more “logical with what’s on the ground.” He discussed the presentation made to the Board of Supervisors, the comments received by Pinion Hills residents, and the subsequent workshop conducted by Planning and Community Development staff for the residents. He referred to the alternative map developed following the workshop which depicts the Pinion Hills area with no change to the existing conservation reserve zoning. He reiterated that the land is federally owned and that the Urban Interface Plan takes precedence over any zoning designation by the City. He suggested that there was some confusion on the part of the Pinion Hills residents upon reviewing the uses included in a public zoning district, and concern that some of the uses would actually be allowed. In fact, the uses would not be allowed because the land is owned by the BLM. Mr. Canfield advised that the Code revisions/additions will be resubmitted to the Board of Supervisors at their May 16, 2002 meeting with the two alternatives.

Mr. Kastens discussed the perspective of Parks and Recreation Department staff regarding development of the proposed category system. He advised that the category system will be more restrictive than in the past but will not create a problem. He further advised that the school district has requested further review of their properties because the community and regional designations would have affected the ability to change an elementary school to a middle school or middle school to a high school. Mr. Kastens advised of Parks staff’s agreement with the proposed designations and that City parks have been aligned accordingly.

Mr. Canfield referred to the letter from BLM Assistant Manager of Non-Renewable Resources Charles Pope, which was distributed prior to the start of the meeting, expressing support for the proposed changes. He reviewed the motion made by the Carson River Advisory Committee at their May 1, 2002 meeting to support the process with the condition that their Committee have the opportunity to review any zoning changes impacting the Carson River corridor prior to submission to the Regional Planning Commission. Mr. Canfield advised of staff’s willingness to provide the same opportunity to the Parks and Recreation Commission. Mr. Sullivan advised that notices of this process were sent on two different occasions: once to every property owner in Carson City and once to every property owner near the public zoned properties.

In response to a question, Mr. Sullivan advised that the proposed changes were approved by the Board of Supervisors on first reading of the ordinance. He explained that staff’s decision to revisit the advisory boards, commissions, and committees subsequent to that meeting went beyond the required 45-day time period between first and second reading of an ordinance. He acknowledged that any use in a public zone requires a special use permit and, at the request of Commissioner Osborne, provided a detailed overview of the special use permit process. He further acknowledged that approval of the proposed Code changes does not mean that the uses allowed in a public zone could automatically take place. He advised that uses on lands within the Urban Interface Plan are required to be reviewed and approved by the BLM, and that uses on City-owned lands have to fit within the zoning designation.

# CARSON CITY PARKS AND RECREATION COMMISSION

## Minutes of the May 7, 2002 Meeting

### Page 3

Chairperson Dunn called for additional comments/questions from the Commissioners and from the public; however, none were provided. **Commissioner Martel moved to recommend to the Board of Supervisors that they accept City staff's Zoning Classifications for Carson City Park Facilities as outlined in Stephen D. Kastens' memorandum to Skip Canfield of the Carson City Planning and Community Development Department dated May 22, 2001 and to proceed with Public Zoning Districts. Commissioner Osborne seconded the motion. Motion carried 7-0.**

**2. REVIEW AND ACTION REGARDING THE USE AGREEMENT WITH THE YOUTH SPORTS ASSOCIATION (1-0400)** - Mr. Fahrenbruch introduced Supervisor Pete Livermore, President of the Youth Sports Association ("YSA"), and referred to the final draft Use Agreement included in the agenda materials. He discussed development of the Use Agreement and the responsibilities of the City and the YSA as outlined therein. He reviewed the staff report and highlighted various sections of the Use Agreement. He expressed appreciation for the professionalism of the Carson City YSA in developing the agreement.

In response to a question, Supervisor Livermore explained that each individual enrollment form will be submitted for approval by the YSA Board of Directors at its annual calendar setting meeting. The president or his/her appointee of each YSA organization makes up the Board of Directors. Mr. Fahrenbruch acknowledged that the District Attorney's office has reviewed and approved the waiver of liability section. He advised that the City will ensure all certificates of insurance, which require the \$1 million liability policy, name the City of Carson City and the YSA as additional insureds. Supervisor Livermore advised that the revised Use Agreement exempts the YSA from liability for spectators.

Mr. Fahrenbruch and Supervisor Livermore responded to questions regarding the term of the agreement, and Commissioner Osborne suggested a revision to paragraph 13, Waiver of Liability. In response to a question, Supervisor Livermore advised that Richard Staub and Tim Terry have reviewed the Agreement as legal counsel to the YSA. Mr. Fahrenbruch advised that all the other Use Agreements presented to the Board of Supervisors and approved included the requirement for \$1 million liability coverage.

Chairperson Dunn commended Mr. Fahrenbruch and Supervisor Livermore on their efforts. Supervisor Livermore expressed appreciation for the working relationship between the City and the YSA. He acknowledged that the YSA Board of Directors unanimously adopted the Use Agreement.

Chairperson Dunn called for additional questions/comments from the Commissioners and from the public; however, none were provided. **Vice Chairperson Wilke moved that the Commission approve the Use Agreement for the Youth Sports Association as presented. Commissioner Keeton seconded the motion. Motion carried 7-0.** Chairperson Dunn thanked Mr. Fahrenbruch and Supervisor Livermore for their presentation. Mr. Fahrenbruch acknowledged that this would be the final Use Agreement presented to the Commission "for a while."

**3. REVIEW AND ACTION ON ADDITIONAL FUNDING FROM QUALITY OF LIFE PARKS CAPITAL FUND FOR IMPROVEMENTS AT CENTENNIAL SOFTBALL COMPLEX (1-0720)** - Mr. Kastens reviewed the staff report and advised that bids have been received from two fence companies both under \$20,000. He explained that the \$21,000 requested in the staff report would provide for contingency costs. He advised that Administrative Assistant Sandy Tschumperlin indicated the Unreserved - Parks Capital Account contains approximately \$240,000.

**CARSON CITY PARKS AND RECREATION COMMISSION**

**Minutes of the May 7, 2002 Meeting**

**Page 4**

In response to a question, Mr. Kastens advised that the fences are 8 feet tall. Mr. Krahn advised that the slats will be installed on the inside of the fence as an additional safety feature. In response to a further question, Mr. Kastens advised that the requested allocation will not affect any previously funded projects. Chairperson Dunn advised of having recently assisted in installing fence slats at the Carson High School softball fields, and encouraged the Commissioners to visit the fields to view the benefits of the slats. He called for public comment; however, none was provided. **Commissioner Keeton moved to accept the proposal as recommended, \$21,000 of additional funding from the Quality of Life Parks Capital Fund to be used for improvements at the Centennial Softball Complex, with the additional money coming from the ending fund balance (Unreserved - Parks Capital line item). Vice Chairperson Wilke seconded the motion. Motion carried 7-0.** In response to a question, Mr. Kastens reviewed the guarantee on the fence slats.

**GENERAL DISCUSSION:**

**FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-0930) - None.**

**COMMENTS FROM COMMISSION MEMBERS (1-0931) -** Commissioner DePauw expressed appreciation to the Carson City Shade Tree Council for the Arbor Day Celebration. She advised of the tour of the staging area off the Mexican Dam Road which provides access to the Pine Nut Mountains provided by Carson River Advisory Committee member Kevin Walsh and expressed appreciation for his time.

**STATUS REPORTS FROM COMMISSION MEMBERS (1-0953) - None.**

**COMMENTS AND STATUS REPORTS FROM STAFF (1-0955) -** Mr. Kastens reminded the Commissioners of the summer meeting schedule beginning in June.

**STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT (1-0972) -** In response to a question, Mr. Kastens advised that the outdoor pool will officially open Memorial Day weekend.

**ADJOURNMENT (1-0987) -** Commissioner Martel moved to adjourn the meeting. Commissioner Keeton seconded the motion. Motion carried 7-0.

The Minutes of the May 7, 2002 meeting of the Carson City Parks and Recreation Commission are so approved this \_\_\_\_\_ day of June, 2002.

---

JIM DUNN, Chair