

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the October 2, 2001 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, October 2, 2001 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Glen Martel
Vice Chairperson Jim Dunn
Larry Osborne
Jon Plank
John Simms
Stacie Wilke
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Vern Krahn, Parks Planner
Kathleen King, Recording Secretary
(PRC 10/02/01)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Martel. 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 (1-0001) - Chairperson Martel called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Wilke arrived at 5:35 p.m. Commissioners Cabrera and Elverum were absent.

ACTION ON APPROVAL OF MINUTES - SEPTEMBER 4, 2001 AND SEPTEMBER 18, 2001 (1-0006) - Commissioner Simms moved to approve the minutes. Commissioner Osborne seconded the motion. Motion carried 6-0.

PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0011) - None.

AGENDA ITEMS

1. STATUS REPORT ON THE V&T MULTI-USE PATH PROJECT ON THE CITY'S WEST SIDE (1-0016) - Mr. Kastens introduced Paul Sinnott, Principal Road Design Engineer with the Nevada Department of Transportation, and reviewed the staff report and the attached preliminary schedule. He reminded the Commission that because the project is funded by a T21 grant, NDOT is serving as the City's engineering firm. [Commissioner Wilke arrived at 5:35 p.m.] Mr. Sinnott provided background information on this project, and advised that a pre-right-of-way setting was conducted on September 10th. He explained the purpose of a pre-right-of-way setting, and advised that the original alignment was set but not tied to any of the existing property lines in the area. NDOT's survey location crew is now in the process of re-establishing the alignment to ensure that the right-of-way is within the project property lines.

Mr. Kastens explained that City staff is working on getting a portion of Longview Drive near Cogorno Way dedicated as City ownership is required for NDOT to construct bike lanes in that location. Mr. Sinnott

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explained that once NDOT establishes the alignment the City can acquire the right-of-way. He advised that NDOT Right-of-Way Division staff will provide any assistance necessary. He indicated that City acquisition is required by the federal Uniform Relocation Act. He advised that preliminary engineering costs have increased over the last six years, that elements in the area were changed as a result of the 1997 flood, and that the area has been mapped three times due to expansion of the college. He did not have exact figures, but advised that the difference is the City's responsibility. At the request of Mr. Kastens, Mr. Sinnott provided information regarding additional available grant funding. He advised that the City will need to send a letter to Susan Martinovich stating the reasons for the additional funding. Mr. Kastens advised that once the additional costs are known, he will be submitting a request for additional funding to NDOT. He advised that \$50,000 was set aside approximately three years ago in anticipation of additional costs.

Commissioner Osborne requested an estimate of the amount expended thus far and the additional funding needed. Mr. Sinnott distributed an itemized cost breakdown to the Commissioners and staff and reviewed the same. He advised that the preliminary engineering and the additional surveys will require additional funding. In response to a question, he discussed the detention basins constructed at WNCC. He advised that the right-of-way had not been established prior to the 1997 flood, and that the area was remapped following the flood and again following WNCC's revision to the detention basin. In response to a question, Mr. Kastens estimated that the length of the path is approximately 2.5 to three miles. He advised that construction work was done in conjunction with reconfiguration of the detention basins which will result in cost savings during construction of the path. In response to a further question, Mr. Kastens advised that \$50,000 in matching residential construction tax ("RCT") funds was originally allocated to this project. Another \$50,000 in Question #18 funding was also set aside. Mr. Kastens indicated that Question #18 is a potential source for additional funding, and he reiterated that additional grant funding will be pursued through NDOT. Commissioner Osborne discussed the reason for requesting that this item be agendized and the importance of keeping current on the status of this project. In response to a question, Mr. Kastens referred to a letter from the President of the Wellington Crescent Homeowners Association, distributed to the Commissioners at a previous meeting, indicating that the Homeowners Association is willing to work with the City in obtaining the necessary right-of-way once it is established by NDOT. Mr. Sinnott noted that additional funding from NDOT will be subject to the same requirement for City matching funds. Chairperson Martel called for public comment; however, none was provided.

2. DISCUSSION AND ACTION REGARDING THE RESIDENTIAL CONSTRUCTION TAX PROCESS TO INCLUDE STATUS OF PREVIOUSLY FUNDED PROJECTS, THE APPLICATION PROCESS, FUNDING HISTORY, AND POSSIBLE CHANGES TO THE PROCESS (1-0222) - Mr. Kastens reviewed the staff report. Commissioner Osborne explained the reason for requesting that this item be agendized. He discussed the trend of declining percentages of RCT revenues which can be allocated for projects. He commented that as the City continues toward build out, the decreasing number of subdivisions will subsequently continue to decrease the amount of RCT revenues. He clarified he was not questioning the fairness of the process, but expressed a preference that existing projects be completed prior to starting new ones and that the Commission ensure funded projects are for the greater good. He solicited comments/suggestions from the Commissioners and staff regarding possible improvements to the process.

Vice Chairperson Dunn referred to discussion regarding the wording of the RCT application which took place at the last meeting. He read a portion of Carson City Municipal Code Section 17.44.040(6) and

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Section 17.44.080 into the record, and expressed a concern regarding the proper allocation of RCT funds. Mr. Kastens advised of legal opinions which have been rendered regarding allocation of RCT funds. He noted that Carson City is designated as one district, encompassing all regional facilities including the Governor's Field Sports Complex, the Edmonds Sports Complex, etc. He indicated that the main purpose of the language contained in CCMC Section 17 is for the benefit of new residents. He acknowledged that in recent years development agreements have been more specific in that RCT revenues from Long Ranch Estates, Silver Oak, etc. have been spent in those neighborhoods. He advised that funding which is available to be used outside the subdivisions is the subject of the RCT process. He discussed the allocation of RCT funds in other communities throughout the State, and advised that the Builders Association is involved in "policing" the expenditure of RCT funds in this community and in others. He discussed the frustrations inherent in the process, but noted that the history of allocations has addressed numerous users and community needs. Commissioner Plank referred to Section 17.44.040(6), discussed the definition of a "neighborhood park", and commented that Mills Park is a neighborhood park to those residents adjacent to it. He expressed the opinion that the language includes the necessary latitude to accommodate the RCT funding process as conducted by the Commission.

In response to a question regarding time frames for expending allocated RCT funds, Mr. Kastens reviewed the projects listed in the staff report and advised that the V&T Trail project is the oldest, the Fairgrounds and the Clear Creek projects are the next oldest, and the remaining projects are within five years of funding. Chairperson Martel indicated that his concerns have to do with the general direction of overall park improvements and coordination of funding with the Open Space Advisory Committee and the Carson River Advisory Committee. Mr. Kastens referred to the Moffat property as an example of coordination between the open space program and Parks and Recreation improvements. He explained that the open space program will not undertake to construct trails but will provide easements to the Parks and Recreation Department to do so. He indicated that this will ensure there is no duplication of effort.

In response to a question, Mr. Kastens advised that there are two major projects left to complete: the Centennial Softball Complex and the community gymnasium. After these projects are complete, new Question #18 funding can be considered for some of the other RCT projects. He advised that most of the projects are submitted through the Capital Improvement Program to compete for Citywide general funding. He discussed the possibility of developing a parks and recreation master plan, elements of the same, and the time table necessary to develop a master plan. Mr. Kastens and Mr. Krahn responded to questions regarding the cost of developing a master plan and the possibility of sharing the cost with the school district and WNCC. Chairperson Martel concurred with the need for a master plan.

Commissioner Wright expressed a concern over funding for two projects: Ronald D. Wilson Memorial Park and completion of Carson River Park. He suggested that neither CIP funding nor RCT funding will ever be available for these projects, and that Question #18 funding should be considered. He concurred with the need to develop a master plan. Commissioner Osborne also concurred with the need to develop a parks and recreation master plan, and inquired as to whether RCT funding could be used. Mr. Kastens indicated that RCT funding could most likely be used, and advised he would check into this. He indicated that Question #18 funding could be used as well. No formal action was taken.

3. DISCUSSION AND ACTION REGARDING ALLOCATION OF 2000-2001 RESIDENTIAL CONSTRUCTION TAX FUNDS (1-0618) - Mr. Kastens reviewed the staff report and the attachments. In response to a question regarding concerns expressed over erosion control and

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landscaping at the Ross Gold Park tennis courts, Mr. Kastens advised that the Parks Division has been dealing with this problem over the last 5-6 years. Mr. Fahrenbruch has indicated that the erosion control problem can be addressed by his staff. Commissioner Plank discussed the importance of finishing the Community Center projects and use of the Community Center by citizens of all ages. He expressed the opinion that Commissioner Elverum would be supportive of staff's proposed allocation of funding to the Ronald D. Wilson Memorial Park project. He commended staff on their recommendations. Mr. Kastens and Mr. Krahn responded to questions regarding the time table for completion of the proposed phase 1 of Ronald D. Wilson Memorial Park. Commissioner Simms concurred with Commissioner Plank's comments regarding use of the Community Center. He discussed use of the Bob Boldrick Theater by various community organizations, and commented that the arts should be considered as a part of recreation. Vice Chairperson Dunn also concurred with the comments regarding use of the Community Center, and expressed support for the Mills Park volleyball courts and the Ronald D. Wilson Memorial Park. He expressed a concern that improvements for the Ronald D. Wilson Memorial Park be "usable."

Chairperson Martel called for public testimony; however, none was provided. Commissioner Simms expressed a concern that the Ronald D. Wilson Memorial Park not become a "patchwork park." He suggested that further consideration be given to appropriate funding sources, and expressed a preference that the Commission make a commitment to completing the park prior to allocating funding. Commissioner Plank expressed understanding for Commissioner Simms' comments, and expressed the opinion that the proposed funding allocation added to the previous funding allocation would provide the neighborhood with a park similar to Sunland Vista or Riley Circle Parks. Commissioner Osborne suggested that the proposed improvements will designate the Ronald D. Wilson Memorial Park as a neighborhood park which may not get any bigger once a master plan is developed. He expressed agreement with Commissioner Simms' comments and indicated his preference to not "build a piecemeal park." He reiterated his support for developing a master plan to determine the needs of the community and funding for the same.

In response to a question, Mr. Kastens indicated that the Commissioners could make changes to the recommended funding allocations. Chairperson Martel reiterated his support for development of a master plan, and solicited input from staff with regard to the cost. Mr. Kastens advised that the cost estimate would include a complete, City-wide, detailed Parks and Recreation Master Plan. Mr. Krahn provided background information on development of the Open Space Master Plan, and discussed the process necessary for developing a Parks and Recreation Master Plan. He indicated that the Parks and Recreation Master Plan would correspond with the Open Space, the Carson River, and the Regional Transportation Master Plans. He commented that new and reliable demographic information is available following the recent census, and that now is a good time to move forward with developing a master plan. Discussion took place regarding possible funding sources.

Commissioner Plank reiterated his request to provide the suggested funding for Ronald D. Wilson Memorial Park. He referred to comments made by Commissioner Elverum at a previous meeting regarding the fact that there is no neighborhood park in that part of town. Chairperson Martel concurred with earlier concerns regarding Ronald D. Wilson Memorial Park, and expressed a preference that the project be submitted for Question #18 funding and completed as one project rather than in phases. He also concurred that the Community Center projects should be completed. Vice Chairperson Dunn suggested that removing the Tigersharks request, the Radio Control Park request and the Aquatic Facility treadmill request, would provide \$17,000 toward development of a master plan. Commissioner Simms clarified the intent of his earlier comments regarding Ronald D. Wilson Memorial Park was to ensure that a commitment is made

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to complete the project. Commissioner Plank suggested including a stipulation that the allocated funding for Ronald D. Wilson Memorial Park be spent within the next twelve months. Mr. Kastens indicated that this should not be a problem. In response to a question, Mr. Kastens indicated that the master plan could most likely be funded and started in the next budget cycle. Commissioner Wilke reiterated that there are no neighborhood parks in the area of Ronald D. Wilson Memorial Park. **Commissioner Wright moved to approve staff's recommendation for the Commission to allocate \$76,506 from the RCT as outlined in the staff report. Commissioner Wilke seconded the motion. Motion carried 6-1.**

GENERAL DISCUSSION:

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-1164) - Chairperson Martel requested that Mr. Kastens agendize a status report on RCT projects for the next six months. Commissioner Wright requested a legal opinion regarding projects to which Question #18 funding can be allocated. Commissioner Plank requested Mr. Kastens to agendize general discussion regarding the refundable cleaning deposit at Mills Park. Mr. Kastens advised that the October 16th Commission meeting would most likely be canceled.

COMMENTS FROM COMMISSION MEMBERS (1-1228) - None.

STATUS REPORTS FROM COMMISSION MEMBERS (1-1229) - None.

COMMENTS AND STATUS REPORTS FROM STAFF (1-1230) - Mr. Kastens advised that he will be leaving tomorrow morning, with Mr. Krahn and Mr. Fahrenbruch, to attend the National Park and Recreation Association Congress in Denver, Colorado. He provided information on the Congress.

STATUS REPORTS ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-1256) - Mr. Krahn reported that the east end of Mills Park is underway: concrete sidewalks and mow strips have been poured, the irrigation system main line is installed, lateral lines and sprinkler heads will be installed shortly, and installation of the reclaimed water line will begin next week. The contractor and subcontractors have been working well together. Mr. Krahn further reported that the linear park was finished last Friday (September 29th). Phase 1B of Carson River Park is complete. He advised that a ribbon cutting ceremony will be scheduled if paving for the linear park phase 3B can be completed within the next two or three weeks. Mr. Kastens reported on the status of path construction from Edmonds Drive to Hells Bells Road. He advised that the Street Department will be working with the school district on extending the path up Edmonds Drive.

ADJOURNMENT (1-1305) - Commissioner Plank moved to adjourn the meeting at 6:45 p.m. Commissioner Osborne seconded the motion. Motion carried 7-0.

The Minutes of the October 2, 2001 meeting of the Carson City Parks and Recreation Commission are so approved this _____ day of December, 2001.

GLEN MARTEL, Chairperson