

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the September 5, 2000 Meeting

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A regular meeting of the Carson City Parks and Recreation Commission was held at 5:30 p.m. on Tuesday, September 5, 2000 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson John Simms
Jim Dunn
Ken Elverum
Jon Plank
Stacie Wilke
Charles Wright

STAFF: Steve Kastens, Parks and Recreation Director
Scott Fahrenbruch, Parks Superintendent
Vern Krahn, Parks Planner
Mitchell Ames, Recreation Supervisor
Kathleen King, Recording Secretary
(PRC 09/05/00; Tape 1-0001)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Simms. 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 Simms called the meeting to order at 5:40 p.m. Roll was called; a quorum was not present. Chairperson Simms advised that the action items would be deferred to the September 19, 2000 meeting, and moved to public comment. (1-0030) Commissioner Wilke arrived at 5:42 p.m. At the request of Mr. Kastens, roll was called again for the record. A quorum was then present. Vice Chairperson Martel and Commissioners Cabrera and Osborne were absent. Commissioner Elverum arrived at 5:52 p.m.

ACTION ON APPROVAL OF MINUTES (1-0083) - Commissioner Wilke moved to accept the minutes of the July 10, 2000 and August 15, 2000 meetings. Commissioner Wright seconded the motion. Motion carried 5-0-4-0.

PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0014) - Rick Correlli advised that he has been involved in Carson City Little League and Babe Ruth for the last sixteen years. He expressed a desire to place a memorial plaque at Governor's Field in honor of Willie Howsell, a young gentleman who was very involved in the Little League/Babe Ruth programs. He indicated that over \$1500 has been donated in memory of Mr. Howsell, and requested that this matter be agendized for the September 19th meeting. In response to a question, Mr. Correlli advised that he had spoken with Youth Sports Association representatives who directed him to the Commission. Chairperson Simms called for additional public comment; however, none was provided.

AGENDA ITEMS:

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1. REVIEW AND ACTION ON APPROVAL OF A CONCEPTUAL DESIGN FOR TRAILHEAD INFORMATION SIGNS (KIOSKS) (1-0095) - Mr. Krahn introduced Boy Scout Allen Wooldridge, who provided a Power Point presentation on development of the proposed kiosk design. Mr. Wooldridge provided a brief overview of his scouting experience, and background information on the kiosk project. His presentation included the definition, goals, materials, and purpose of the project; a sample drawing of a kiosk from Boulder, Colorado; the details and benefits of the proposed design; and the proposed location. (Commissioner Elverum arrived at 5:52 p.m.)

Mr. Krahn indicated that staff is considering the proposed design a prototype which can be improved upon as the kiosks are constructed. Chairperson Simms inquired as to the reason for the proposed location, and Mr. Kastens explained that it is one of the few designated trail heads in Carson City. Chairperson Simms commended Mr. Wooldridge on his presentation. In response to a question, Mr. Wooldridge explained that the purpose of his project is to earn Eagle Scout status. Mr. Krahn clarified that Mr. Wooldridge will be constructing the framework of the kiosk. The maps and any other display items will be the responsibility of the Parks Department. Discussion took place regarding the heavy gauge wire mesh proposed in the design, the kiosks viewed by Mr. Kastens and Mr. Krahn in Boulder, Colorado, and the process of developing the proposed kiosk. Chairperson Simms solicited public comment; however, none was provided.

Commissioner Dunn moved that the Parks and Recreation Commission approve the conceptual design for the trail head informational signs (kiosks) and that the first location of these kiosks will be on the Mountain Street Trail Head. Commissioner Wilke seconded the motion. Motion carried 6-0-3-0. Chairperson Simms thanked Mr. Wooldridge for his presentation. He recessed the meeting at 5:58 p.m. and reconvened the meeting at 6:02 p.m.

2. PRESENTATION BY APPLICANTS FOR RESIDENTIAL CONSTRUCTION TAX FUNDING (1-0323) - Mr. Kastens reviewed the staff report and advised that the Commissioners would be asked to make recommendations on funding allocations at the October 3rd meeting. The recommendations will be forwarded to the Board of Supervisors for approval at either their second meeting in October or their first meeting in November. He indicated that the Commissioners should call the Parks Department with questions or contact the applicants directly.

Mr. Kastens referred to application number 4 from the Clear Creek Bowmen ("CCB"). He explained that the application was submitted last year and carried forward to this year. He advised that due to recent circumstances, the CCB representatives would be reviewing changes to the figures reflected in their application. Mr. Kastens noted that a special use permit was submitted on behalf of the CCB at the time use of the Centennial Park Archery Range was approved. As part of the special use permit, a portable storage unit was approved to be placed on the site for a period of 18 months (to October 1, 2001).

(1-0383) Rick Battaglia, President of the CCB, introduced Stephen Lani, who assisted in preparing the application approximately two years ago. Mr. Battaglia requested funding to construct a permanent facility, and discussed purposes for the same. He referred to the proposal from Albrecht Construction included in

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the agenda materials and advised that the CCB members are interested in pursuing the same design. He discussed the benefits of a metal building.

Mr. Lani provided background information on the arrangement made with Carson City to open the Centennial Park Archery Range and for the CCB to provide a portable facility. He advised of the non-profit status of the organization and stated that profits from major shoots are allocated for club improvements and membership enhancement. One of the CCB's largest events of the year is the cancer shoot, the proceeds for which are allocated to the Carson City Advocates for Cancer Victims. Mr. Lani indicated that the CCB members are doing all they can to improve the facility at Centennial Park. He discussed the need for a permanent facility to accommodate the members in inclement weather, and for storage of targets and other equipment. He advised that the original proposal was for approximately \$38,000. He estimated the costs for a steel building to be approximately \$28,000 to \$32,000. He noted that a permanent facility would remain part of Centennial Park whether or not the CCB manages the archery range.

Mr. Battaglia advised that 55 people attended the last cancer shoot and that the net profit was approximately \$400. He indicated that the CCB elected to provide \$1,000 to the Carson City Advocates for Cancer Victims, and that the CCB is the organization's largest contributor. He pointed out that the number of non-members using the archery range far exceeds the number of members and yet the CCB provides the targets, hay bales, etc. Chairperson Simms inquired as to the amount of RCT funding being requested. Mr. Lani estimated that \$38,000 was requested originally, and discussion ensued with regard to the same. Mr. Battaglia and Mr. Lani acknowledged that \$28,000 should be adequate for a metal building. Mr. Kastens commented on the existing metal buildings at Centennial Park and the golf course and indicated that the CCB's request for a metal building should not be a problem.

In response to a question, Mr. Battaglia advised that the CCB has approximately 103 members; 99.9% are Carson City area residents. In response to a further question, Mr. Lani advised that approximately 200 archers registered for the last cancer shoot. Of that number only 35-50 were CCB members. At the request of Chairperson Simms, Mr. Battaglia listed the CCB's annual events. Chairperson Simms thanked Mr. Battaglia and Mr. Lani for their presentation.

(1-0610) Mr. Ames reviewed application number 5 for architectural engineering costs to design an office space addition at the Community Center. Mr. Kastens referred to the preliminary plan which was presented approximately two years ago and described the same.

Mr. Ames reviewed application number 6, a request to purchase a large video projector for the theater. He advised that the existing projector would be mounted to a cart and used in the Latch-Key Program. He pointed out that a user fee would pay for the projector over time. In response to a question, Mr. Ames explained that the option to purchase a projector which could be used in every room was considered; however, additional lenses, requiring approximately three hours to convert each time, would have been needed. He acknowledged that the projector would be specifically for the large theater.

Mr. Ames then reviewed application number 7, improvements to the Bob Boldrick Theater. He indicated that the project is phased, with the first being engineering and covering equipment design, wiring, and

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acoustics. He discussed the existing reverberation time which is excellent for music but not for speech thus creating problems during plays. He acknowledged that the \$23,100 figure is for the first phase only. Once the engineering is complete, the costs for phases 2, 3, and 4 can be narrowed down further.

(1-0620) The Commissioners reviewed application no. 3 for the Carson City Linear Park/Drainage Channel. Ron Kipp was not present and Mr. Kastens provided a brief overview of the application and the attached letter. In response to a question, Mr. Kastens acknowledged that a request by a developer for RCT funding to work on City property is unusual. He explained that Horizons at Roop Street and Heritage Park at Quail Run are planned unit developments adjacent to the City's linear ditch. The developer is interested in improving the look of the linear ditch associated with his development. In response to a further question, Mr. Kastens indicated that other than developing the trails, the City has no plans to improve the property. He clarified that City staff has no problem with the developer pursuing landscaping.

(1-0760) The Commissioners then reviewed application number two, Carson River Park Phase I improvements. Mr. Kastens commented on the recently completed improvements, and advised that cutbacks had been necessary. These included the type A curbing, the concrete landing ramp, a vehicle control gate, tree pruning, erosion control, and rock rip rap. Staff estimates that an additional \$36,000 in construction funding is needed in addition to a ten percent contingency of \$3,620 for a total request of \$39,816.

Mr. Kastens referred to the color rendering displayed and, at the request of Commissioner Dunn, Mr. Krahn reviewed the phase I project. Discussion took place regarding the degradation which occurs without curb and gutter, and Mr. Krahn pointed out the Carson River Advisory Committee's desire for a "first-class facility." He explained the need for additional architectural and engineering fees if the entire amount requested is allocated for this project. Discussion took place regarding entry and exit points along the River.

(1-0901) Mr. Kastens and Mr. Krahn reviewed application no. 1 for the Carson River Park-Day Use Area. Mr. Krahn pointed out the site on the color rendering, and reviewed the project list attached to the application. He indicated that the historical context will have to be considered in development of the area.

(1-0987) Mr. Kastens reviewed application number 8, for the parking lot at the Governor's Field Tee-Ball Complex. He referred to the recent newspaper article regarding the dispatch system, and indicated that staff had decided some time ago to resubmit this application. He discussed the traffic and parking problems at the Tee-Ball Complex. Chairperson Simms commented that he had been involved in the Tee-Ball Complex from the beginning, and indicated that funding this request would be a big step toward completing the project. He discussed safety issues created by the lack of traffic control and designated parking areas. Mr. Krahn concurred and commented, from a parent's standpoint, that safety is a big concern. He referred to the temporary barricades erected by Mr. Fahrenbruch's staff in an effort to reduce the problem, but stated that a permanent solution is needed. Mr. Kastens acknowledged that funding this request will complete the project.

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(1-1106) Mr. Kastens reviewed application no. 10, engineering and construction costs for phase 1 of Ronald D. Wilson Memorial Park. He advised that this application was presented in 1998 and carried forward, and that Administrative Assistant Sandy Tschumperlin had added 6% inflation to the amount requested for each of the last two years. He reviewed the project cost list attached to the application and, in response to a question, acknowledged that partial funding would take care of drawing final plans and specifications. Mr. Krahn estimated \$27,000 in engineering costs for the design. He suggested breaking the phase 1 project into two parts and discussion took place with regard to the same. Mr. Kastens offered to break down the project further and present the proposal on the night the Commission allocates the funds. In response to a question, Mr. Kastens advised that the freeway drainage structures are in the process of being constructed.

(1-1224) Mr. Fahrenbruch reviewed application no. 9, a request for a center stage playground unit for Fuji Park. He advised that all playground equipment had been previously removed from Fuji Park. Staff proposes to locate a brand new playground in the southwest corner of the park. He referred to the quotation from Miracle Playground Equipment, and indicated that the unit would be the same as that which is located at the Edmonds Sports Complex. Mr. Fahrenbruch advised that a licensed, bonded playground consultant, who also does installations, has been retained. He reviewed the details of the project and acknowledged that the equipment can be dismantled and relocated in the event a new fairgrounds facility is designated. He further acknowledged that this equipment was not included in quality of life fund requests.

Mr. Kastens reminded the Commissioners that \$225,000 is available for allocation, and encouraged them to call with questions. The first meeting in October is scheduled for the allocation recommendations.

3. STATUS REPORT ON THE V&T TRAIL LOCATED IN THE WESTERN PORTION OF THE CITY (1-1406) - Mr. Kastens reviewed the staff report and described the boundaries of the bike path. He referred to the letter attached to the staff report and reviewed the same. He commented that recent modifications to the Vicee Canyon storm drainage system saved money on construction of the path. He reviewed the improvements made by Development Services staff including plowing, flattening, contouring, and rock rip rapping the area. Parks Department staff has proposed to grout in between the rock rip rap to create a smooth surface for walking and riding. He explained that some of the improvements to be done in conjunction with the Wellington Crescent subdivision will require additional funding, and that \$50,000 was set aside two years ago to be applied to this project.

Mr. Kastens discussed the status of the T21 grant and explained that the August 30th letter was intended to satisfy any concerns on the part of Nevada Department of Transportation (“NDOT”) staff. In response to a question, Mr. Kastens estimated that the project would be completed in the Fall of 2001. In response to a further question, he explained the source and purpose for T21 funding.

4. ANNUAL CARSON CITY RAILROAD ASSOCIATION MILLS PARK TRAIN REPORT (1-1340) - Mr. Kastens introduced Stan Fishback, President of the Carson City Railroad Association (“CCRA”). Mr. Fishback reported that the locomotives, cars, and track are in “good shape” due to “a lot of diligent work;” that the snack bar is being kept up to health standards; and that dry chemical fire extinguishers have been installed in each of the two locomotives. Mr. Fishback further reported that the

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railroad ties have been drying out which will cause the rails and spikes to begin to move. CCRA's chief mechanic has created a viable solution, however, using strap iron, and additional strap iron is on order through Blue Mountain Steel. Mr. Fishback discussed the recently discovered trap door in the water tank and the steps taken to lock it. He further reported that the roof of the storage shed was recently repaired; all the locks on the building, the switch stands and both sheds have recently been changed; and no one, other than CCRA officers and City staff, have keys. He advised that all financial obligations are being met on time.

Jim Howard, a CCRA Trustee, discussed financial issues brought about as a result of a former member stealing CCRA funds. He advised that the CCRA has recovered financially, however, and that all the necessary insurance is in place. He discussed the progress of the inside layout, and described some of the recent additions. Mr. Fishback discussed his ideas for the HO layout.

Dick Camel, a CCRA Trustee, advised that once the member who had been stealing funds was gone, active membership increased by 70%. He discussed several community service projects in which the CCRA has been involved, including assisting eight area Boy Scouts in getting their merit badges in railroading. The CCRA has also arranged for special education and preschool students to spend the day at the railroad. In addition, an Association member donated juice for each student and the Association donated a bag of popcorn for each student. He emphasized the CCRA's desire to give back to the community and thanked the Commissioners and staff. Chairperson Simms commented that the Association has been giving to the community for a number of years. He expressed appreciation for the operating train at Mills Park, and commented that his family has visited frequently over the years.

In response to a question, Mr. Camel advised that the CCRA has 25 members who live in the area and approximately 10 or 12 members who live out of town. Mr. Howard advised that the Association is working on grant requests for funding to put a steam-type locomotive in Mills Park. Mr. Fishback discussed the endeavors to improve the CCRA's image in the community. Commissioner Wilke commended the CCRA on its great community service, and commented on the positive experience each time she and her children visit the railroad. Mr. Howard discussed the handicapped-equipped cars and expressed appreciation for the platform constructed by the City. Chairperson Simms thanked the CCRA representatives for their presentation.

GENERAL DISCUSSION:

FUTURE AGENDA ITEMS FROM COMMISSION MEMBERS (1-1561) - None.

COMMENTS FROM COMMISSION MEMBERS (1-1564) - None.

STATUS REPORTS FROM COMMISSION MEMBERS (1-1566) - Commissioner Wilke advised she had visited the mural site at Ross Gold Park on August 19th and that it is progressing well.

COMMENTS AND STATUS REPORTS FROM STAFF (1-1577) - Mr. Fahrenbruch agreed that the mural project is progressing well. He advised that he and Mr. Krahn had visited the project site and

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expressed a concern over the small scale of the mural. Mr. Fahrenbruch had been under the impression that the entire wall would be used. He has since contacted JOIN representatives and the professional artist and an agreement has been reached to utilize the entire wall. Discussion took place regarding the reasons for the smaller scale version, and Mr. Fahrenbruch acknowledged that steps are being taken to enlarge the scale.

(1-1620) Mr. Kastens advised the Commissioners and the public of the Carson City Web Site Study focus group scheduled for September 11th and 12th from 5:30 to 7:30 at City Hall. He indicated that anyone interested in participating should contact Liz Teixeira. He reminded the Commissioners of the Edmonds Sports Complex ribbon cutting ceremony scheduled for 9:00 a.m. on Saturday, September 9th.

STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX, AND CAPITAL IMPROVEMENT (1-1690) - With regard to the status of the aquatic facility, Mr. Kastens reported that the district attorney's office is examining the legalities of hiring a second contractor. He indicated that the water slide would be opened next summer and he hopes to have the therapy pool open in the near future.

Mr. Kastens further reported that the section of the Mexican Ditch Trail from Fifth Street to Hells Bells Road is nearly complete. The Symms Trails Grant has been officially approved for the trail from east of Governor's Field to Saliman Road and the crossing at Saliman Road. Mr. Kastens referred to the recent newspaper article advising that the dispatch system is going to come in at budget and indicated that the remaining CIP requests will be placed into the next budget cycle.

ADJOURNMENT (1-1760) - Commissioner Wilke moved to adjourn the meeting at 7:30 p.m. Commissioner Dunn seconded the motion. Motion carried 6-0-3-0.

The Minutes of the September 5, 2000 meeting of the Carson City Parks and Recreation Commission are so approved this _____ day of October, 2000.

JOHN SIMMS, Chairperson