

CARSON CITY PARKS AND RECREATION COMMISSION

Minutes of the January 4, 2011 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, January 4, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Donna Curtis
Vice Chairperson Steve Lasco
Commissioner Chuck Adams
Commissioner Janice Brod
Commissioner Sean Lehmann
Commissioner James Smolenski
Commissioner Molly Walt
Commissioner Todd Westergard

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Ann Bollinger, Open Space
Kurt Meyer, Aquatic Facility Manager
Tamar Warren, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

CALL TO ORDER AND DETERMINATION OF QUORUM – Chairperson Curtis called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Lasco arrived at 5:37 p.m.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS – None.

1. **ACTION ON APPROVAL OF MINUTES** – There were no minutes to approve.
2. **MODIFICATIONS TO THE AGENDA** – None.
3. **AGENDA ITEMS**

3A. ACTION TO ELECT A CHAIRPERSON AND VICE CHAIRPERSON OF THE PARKS AND RECREATION COMMISSION FOR 2011. – Chairperson Curtis introduced the item and reminded everyone that according to the Commission's bylaws, a new Chairperson and a Vice Chairperson would be elected during the first meeting of every year. She thanked the Commission for the opportunity to serve as chairperson and for all the support she had received from the members. She also stated that she believed in rotating the responsibilities of the position and entertained nominations. **Commissioner Smolenski nominated Vice Chairperson Lasco for the position of Chairperson of the Parks and Recreation Commission for 2011. The motion was seconded by Commissioner Walt and carried unanimously.** Outgoing Chairperson Curtis congratulated Chairperson Lasco, who thanked the Commission for their confidence in him, and announced that he had to leave at 6:15 p.m.

Commissioner Smolenski nominated Commissioner Walt for the position of Vice Chairperson of the Parks and Recreation Commission for 2011. The motion was seconded by Commissioner Westergard. The motion carried unanimously. Vice Chairperson Walt also thanked the Commission.

3B. DISCUSSION ONLY AND A REVIEW OF THE PARKS AND RECREATION COMMISSION BYLAWS. – Chairperson Lasco introduced the item. Mr. Moellendorf explained that once a new Chairperson and Vice Chairperson were elected, the Commission would have an opportunity to review its bylaws. He advised on discussing any potential changes, however, he said that the changes could only be voted on at the next meeting. Vice Chairperson Walt,

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concerned about the budget, addressed meetings with Discussion Only agenda items and wondered if they could be scheduled every other month. Commissioner Curtis suggested looking at the length of the meetings, as most meetings tended to last 1.5 to 2 hours. She also felt that some of the Discussion Only items were as important as Action Items. Commissioner Westergard suggested crafting language into the bylaws that allowed the Commission not to meet every month if there was no need, or meet every other month, but call special meetings at the discretion of the Chair. Discussion ensued regarding meeting frequency and quorums. Commissioner Curtis advised scheduling monthly meetings and cancelling them if there were no substantial agenda items. Commissioner Lehmann requested meeting cost information. Mr. Moellendorf suggested crafting the bylaws so that they reflected meeting once-a-month but not making it mandatory. Vice Chairperson Walt agreed. Commissioner Curtis proposed considering changes or cancellations on Sheriff's Night Out and election night. Commissioner Smolenski requested clarification on rescheduling. Ms. Russom offered to research whether the Chair had that right or not and report back.

3C. DISCUSSION ONLY AND PRESENTATION REGARDING TWO DOCUMENTS FOR THE NEVADA STATELINE-TO-STATELINE BIKEWAY PROJECT – THE SOUTH DEMONSTRATION PROJECT DRAFT ENVIRONMENTAL ASSESSMENT AND THE DRAFT FEASIBILITY STUDY REPORT. COMMENTS WILL BE SUBMITTED TO THE TAHOE REGIONAL PLANNING AGENCY AND TAHOE TRANSPORTATION DISTRICT RESPECTIVELY

Chairperson Lasco introduced the item and invited Ms. Bollinger and Karen Mullen to elaborate. He also notified the Commission that he would be leaving mid-way, and that Vice Chairperson Walt would be chairing the rest of the meeting. Ms. Mullen, Consultant and Project Manager, gave background and an overview of the Nevada Stateline-to-Stateline Bikeway Project, and two planning documents: the South Demonstration Project Draft Environmental Assessment and the Draft Feasibility Study Report. The project map and Staff Report are incorporated into the record. Ms. Mullen suggested visiting the project web site at <http://www.nvtahoebikeway.com/> for further information. She stated that the public hearing dates were set, however, she suggested confirming the other dates on the web site.

(132) – The project working group, according to Ms. Mullen, was comprised of a working group of 10 agencies. The work would entail the construction of “the Nevada side of a bikeway circling Lake Tahoe and connecting to the California side”. Ms. Mullen stated that the project would be funded from State Question 1, for \$5 Million, and several grants. She mentioned that they were considering separated bike paths from travel lanes, when possible, and were aiming for a 5% maximum grade to accommodate ADA standards. Ms. Mullen pointed out that the overall objective was to identify feasible alignments to link the areas, and stated that Operations and Maintenance (O&M) could not be considered until the specific alignments were identified. She then gave an overview of the proposed alignments for both the North and South Demonstration Projects. The South Demonstration project, a shared-use bikeway, led by the TRPA and U.S. Forest Service, was currently undergoing a National Environmental Policy Act (NEPA) analysis, according to Ms. Mullen, and all questions would be addressed by U.S. Forest Service in writing. Chairperson Curtis requested clarification on the terms bikeway versus a multiuse path. Ms. Mullen explained that this particular bikeway was a shared-use, non-motorized path, accommodating pedestrians, bicyclists, and possibly cross-country skiers in winter. She stated that the key was to separate the path from vehicle traffic.

(428) – Ms. Mullen talked about the Stateline to Stateline feasibility study, which she said covered over 30 miles. She explained that they had received requests from the Carson City area to use existing dirt roads if possible. She also stated that they were considering many environmental issues and had encountered many challenges in the form of steep grades. Ms. Mullen described the Cave Rock area as a major challenge, and said that they were proposing a bike path inside the tunnel by dedicating one of the vehicle lanes in the tunnel as a bike lane. Ms. Mullen thanked the Commission for their time, and reminded them of the February 15, 2011 deadline for comments. Commissioner Brod expressed her excitement about the project, and called it a much needed resource. She also inquired about the project's funding source, since funds would need to be matched 50/50. Ms. Mullen explained that they had \$2.6 Million “in match” and were pursuing grants for the balance. She also reminded the Commission of the voter-approved bond for the specific project. Ms. Mullen shared that Douglas County had offered to operate and maintain the facilities from the casino core to the beaches. In response to a question from Commissioner Lehmann about private property, Ms. Mullen clarified that the current approach was to ensure no condemnation proceedings under the current funding sources. Commissioner Curtis relayed Chairperson's Lasco's preference to the alignments in the South Demonstration Project, stating that he preferred

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the western alignment, alignment B, and said that she did as well. Commissioner Brod asked whether access points would be near highways and Ms. Mullen replied that they would be, especially in remote areas. She stated that they had had discussions with Sherriff's Departments and Forestry Divisions about access points and getting injured people out. Commissioner Westergard wanted to know if Carson City was responsible for any maintenance. Ms. Mullen explained that as each segment would undergo an environmental review, and as they would come up with a final alignment, Douglas, Carson and Washoe Counties "agreed that they would look at how it would be operated and maintained". She also stated that in a number of areas, a nationally recognized bikeway system could be operated and maintained by a funding source as a whole. She added that currently there would not be any construction in the Carson City segment, which would go through Forest Service and State Park lands anyway. Commissioner Adams suggested using existing trails, if the grade requirements allowed.

(940) – Vice Chairperson Walt called for public comments, however, there were none. She thanked Ms. Mullen, who said she would present the environmental analysis next time.

3D. DISCUSSION ONLY REGARDING THE AQUATIC FACILITY'S HOURS OF OPERATION.

(937) – Vice Chairperson Walt introduced the item. Mr. Moellendorf gave background on the 10% budget cuts amounting to \$83,000. He explained that a full-time lifeguard and several part-time lifeguard and cashier positions were lost as a consequence, which, in-turn, resulted in the reduction of operating hours. Mr. Meyer echoed Mr. Moellendorf's comments, explaining that they had to cut back the usage of power. He also stated that he had explained the situation to the users of the pool and they "seemed to be okay with that". However, being closed for four days during the Holidays had caused some "rumblings", according to Mr. Meyer. He went over the swimming pool hours and said that 4-7 p.m. was the busiest time. He stated that approximately 61 hours per week were devoted to lap swimming in the 16 available lanes. He also explained that if there was a lane open, and someone wanted to Swim, Mr. Meyer would do his best to accommodate that person. He then asked for feedback from the Commission. Vice Chairperson Walt asked about possible fee increases. Mr. Meyer clarified that a fee increase had not been a directive from the Department, however, he believed that their prices were comparable to Reno and higher than Douglas county. Mr. Moellendorf explained that they had increased fees several times already. He stated that the directive had been to reduce the budget and not increase the fees, which he believed would be a hardship in this economy.

(1140) – Member Brod thanked Mr. Moellendorf and Mr. Meyer for bringing this item up for discussion, and wondered about modifying the pool hours to accommodate the busy times. Mr. Moellendorf agreed to see if there was a way to close the pool on a weekday in order to stay open longer on weekends. Commissioner Lehmann was interested in the family open swim times, which Mr. Meyer explained, were in the evenings and on Saturday afternoons, in order not to interfere with lap swimmers and swim teams. He also said that the afternoons were busy with swim teams and classes during the school years, however, in the summertime, they would use the pool in the mornings as well. In response to a question by Commissioner Westergard, Mr. Moellendorf explained that this meeting's goal was to hear the opinions of the public and of the Commissioners representing them. Mr. Meyer clarified that as a result of Question 18, the center generated 50% of the cost per swimmer and the balance was covered by the general fund. Commissioner Curtis inquired about the overflow of swimmers coming from Reno since their pool was closed. Mr. Meyer explained that the Reno swimmers were treated as drop-ins, whereas different contractual agreements existed for local teams, and that no one would be turned away if lanes were available for them to use. Mr. Moellendorf informed the Commission that there were discounts built in for Carson City residents. Discussion ensued regarding changing the hours and soliciting public input.

(1729) – Vice Chairperson Walt invited public comments. Scott Breeding, who identified himself as a lap swimmer and an employee of General Electric in Minden, suggested that even though the hours were reduced, the fixed costs to operate the pool stayed the same. He suggested creating a metric to collect data on pool usage. Mr. Breeding wanted to see "more of a demand in terms of delivery of service from the Commission to the Staff". He advocated salary cuts in lieu of raising fees, and suggested updating the website with the correct operating hours. Sue Linn, who identified herself as a swimmer in the Carson City Pool for 28 years and holder of a three-month pass, expressed concern that the pool was closed six out of 14 days during the Holiday season. She stated that she bought two passes, one for the Carson City pool and one for the Minden pool because the latter was open every day except Christmas Day. She suggested having yearly passes and keeping the pool open on Sundays, especially during the summer. Ms. Linn believed that there

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were fewer swimmers on Saturday because the pool opened at 10:30 a.m. instead of earlier. She stated that this later time interfered with people's other weekend activities.

(1955) – Discussion ensued about salary cuts and Mr. Meyer explained that minimum wage was pre-determined and could not be cut any further. Vice Chairperson Walt suggested revisiting the pool hours while keeping in mind the contracts in place with the swim teams. Mr. Moellendorf announced that a new software had been acquired that would allow to manage all the Department's activities and had the ability to create usage reports. He added that they had scheduled training on it at the end of the month. Commissioner Curtis suggested closing the pool during non-peak hours and Mr. Moellendorf agreed to look into it.

4. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (2091) – Member Brod requested updates on the Commission's goals. Vice Chairperson Walt suggested adding a regular item on the agenda for commissioner reports.

4A. REPORT FROM SCHOOL BOARD LIAISON – None.

5. FUTURE AGENDA ITEMS. (2148) – Commissioner Westergard requested an update on the ice skating rink, and Mr. Moellendorf advised the Commission that it may be extended beyond January 22nd. Commissioner Curtis suggested having another goal-setting session.

(2206) – Mr. C.K. Baily requested time for a public comment and thanked the commission for years of support, and for honoring him by naming the pond at Fuji Park Baily Fishing Pond.

6. ACTION ON ADJOURNMENT (2229) – **Commissioner Brod moved and Commissioner Westergard seconded a motion to adjourn. The meeting was adjourned at 7:55 p.m.**

The Minutes of the January 4, 2011 Parks and Recreation Commission meeting are so approved this 1st day of February, 2011.

STEVE LASCO, Chair