

# CARSON CITY PARKS AND RECREATION COMMISSION

## Minutes of the August 2, 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, August 2, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

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

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Tina Russom, Deputy District Attorney  
Vern Krahn, Park Planner  
Daniel Doenges, Senior Transportation Planner  
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 (5:38:07)** – Chairperson Lasco called the meeting to order at 5:38 p.m. Roll was called; a quorum was present. Commissioner Curtis arrived at 5:42 p.m.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:38:52)** – None.

- 1. ACTION ON APPROVAL OF MINUTES (5:39:03)** – Commissioner Smolenski moved to approve the minutes of the June 7, 2011 meeting. The motion was seconded by Commissioner Brod. Motion carried 8-0.
- 2. MODIFICATIONS TO THE AGENDA (5:39:17)** – Vice Chairperson Walt moved to hear agenda item 3D first, followed by items 3A, 3C, and 3B respectively. She also indicated that the agenda did not indicate an item 4. The motion was seconded by Commissioner Adams. Motion Carried 8-0.

### **3. AGENDA ITEMS**

#### **A. FOR POSSIBLE ACTION TO APPROVE AND RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS AMENDMENTS TO THE UNIFIED PATHWAYS MASTER PLAN (UPMP) MAP BASED ON THE CARSON CITY FREEWAY CORRIDOR MULTI-USE PATH ALIGNMENT ALTERNATIVES STUDY'S PREFERRED ALIGNMENT AND ON COMPLETED OFF-STREET AND ON-STREET CONNECTIVITY PROJECTS ADJACENT TO THE FREEWAY CORRIDOR.**

(7:18:20) – Chairperson Lasco introduced the item. Mr. Krahn introduced Daniel Doenges, Senior Transportation Planner for Carson City, and Chas Macquarie, Project Manager. Mr. Krahn explained that they planned to share with the Commission the results of the Carson City Freeway Corridor Multi-Use Path Alignment Alternatives Study along the freeway corridor. He added that the project would begin in the Boys and Girls Club area, where the current multi-use path ended, and reach Fuji Park. He also wished to update the Master Plan by showing the completed projects along the corridor. Mr. Krahn indicated that the dashes on the map shown signified proposed projects, while the solid lines indicated the completed projects. He then presented the Staff Report, incorporated into the record, which included background and a Staff Recommendation. Mr. Macquarie presented the Carson City Freeway Corridor Multi-Use Path Alignment Alternative Study, also incorporated into the record. He pointed out that the study had been funded by the Carson Area Metropolitan Planning Organization (CAMPO), and therefore the analysis evaluated the alignment

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alternatives from Northridge Drive to Fuji Park, and was extended to Jacks Valley Road, in Douglas County. In response to a question by Chairperson Lasco, Mr. Macquarie clarified that the “NDOT blessed parallel trail to Carson Street” would be built along with the freeway. Mr. Krahn explained that the freeway would be built in several phases and estimated the completion date to be later than estimated at first. Commissioner Brod inquired about opposition to the alignment on the west side, because of the trail’s proximity to the neighborhoods. Mr. Macquarie explained that many property owners were concerned about safety and the decrease in their property values. However, he stated, studies had shown the opposite was the case. He gave the example of “people who lived along the path built on the north end of the freeway”, who had installed gates in their backyards to access the path. **Commissioner Wilson moved to approve and to recommend to the Planning Commission and to the Board of Supervisors amendments to the Unified Pathways Master Plan (UPMP) map based on the Carson City Freeway Corridor Multi-Use Path Alignment Alternatives Study preferred alignment and on completed off-street and on-street connectivity projects adjacent to the freeway corridor. The motion was seconded by Commissioner Lehmann. Motion carried 7-0.**

**B. DISCUSSION ONLY REGARDING THE LEAGUE OF AMERICAN BICYCLE FRIENDLY COMMUNITY.** (8:02:06) – Chairperson Lasco introduced the item. Mr. Krahn introduced Mr. Doenges who had spearheaded the Department of Public Works efforts to have Carson City recognized as a “Bicycle Friendly Community” by the League of American Bicyclists. Mr. Doenges gave background, reported that Staff was striving for the Bronze Level designation, but the City had received an honorable mention. He shared the League’s feedback, incorporated into the record, which included suggested improvements, and an offer to resubmit its application once they were made. Commissioner Lehmann thanked Mr. Doenges for his efforts and pointed out a request from the League for additional bike lanes. He also commented on a heavily-used “critical gap on King Street between the middle school and Longview Ranch”, noting the absence of a shoulder and a blind curve. He offered his help to remedy the situation. Mr. Doenges stated that they were working on an unrelated grant for safe school routes and promised to escalate that request to his supervisor. Commissioner Brod echoed Commissioner Lehmann’s suggestion. Chairperson Lasco believed they received “useful feedback” from the League, and stated that he had appeared before the legislature and that new legislation had been passed regarding cyclist safety and “buffer zones”. Mr. Krahn called Mr. Doenges’ effort “valiant” and was excited that Carson City was “in the hunt”. He expected to eventually receive the designation.

Commissioner Curtis returned at 8:10 p.m.

**C. PRESENTATION BY COMMISSIONER SEAN LEHMANN REGARDING A VIDEO HE PRODUCED AS PART OF AN APPLICATION TOWARDS A “RUNNER FRIENDLY COMMUNITY.”** (7:51:47) – Chairperson Lasco introduced the item and praised Commissioner Lehmann’s efforts and initiative. Commissioner Lehmann showed a video prepared and narrated by him for Road Runners Club of America, to be used as part of an application to designate Carson City as a “Runner Friendly Community”. The video can be seen on YouTube under the search heading “Carson City, Nevada, a Runner Friendly Community”. Commissioner Lehmann showcased a series of running trails in Carson City in his presentation. He introduced 20 miles of existing paved trails and 10 miles of trails in parks, in addition to the unpaved trails. Commissioner Lehmann also thanked Commissioner Brod and Mayor Crowell for their letters of recommendation. He expected to hear from the Road Runners Club of America in a few weeks. Commissioner Wilson inquired about a map of the trails and Commissioner Lehmann suggested obtaining it from <http://www.bikecarson.com/> or from <http://musclepowered.org/>.

**D. FOR POSSIBLE ACTION REGARDING RECOMMENDING A JOINT USE AGREEMENT INCLUDING A PROPOSED BUDGET BETWEEN THE CITY OF CARSON CITY AND THE BOYS AND GIRLS CLUB OF WESTERN NEVADA GOVERNING THE USE OF THE MULTI-PURPOSE ATHLETIC COMPLEX PROPOSED TO BE BUILT ON BOYS AND GIRLS CLUB OF WESTERN NEVADA PROPERTY ALONG RUSSELL WAY.** (5:40:28) – Chairperson Lasco introduced the item. Mr. Moellendorf suggested that the Commission make a recommendation regarding the joint use agreement and not consider making a recommendation on the budget at this point, which was still a work-in-progress. He referred to the packet distributed to the members of the Commission and incorporated into the record, stating that the packet contained four attachments. Mr. Moellendorf explained that Exhibit A was a draft “Joint Use Facilities Agreement”; Exhibit B contained a draft Multi-purpose Athletic Complex (MAC) Use spreadsheet; Exhibit C showed the MAC Proposed Budget; and Exhibit D presented the MAC

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Conceptual Site Plan. Mr. Moellendorf read from a Staff Report, incorporated into the record, and explained the parameters of the Joint Use Agreement, and proceeded to highlight certain portions of the agreement such as usage days and times by the Boys and Girls Club (BGC). In response to a question, Mr. Moellendorf explained that the MAC would be a programmable facility which would be open during previously scheduled activities, and would not be a drop-in facility. Discussion ensued regarding the usage of the track and the usage times. Mr. Moellendorf stated that the programmability of the facility deemed it more flexible, as long as there was staff available to operate it. In response to a question by Commissioner Curtis on public use of the track during the hours of gym use by the BCG, Mr. Moellendorf explained that these details had not been worked out yet. Ms. Russom pointed out that the agreement also stated that “the facility may be used concurrently by both parties during these times”. Commissioner Curtis suggested specifying that the walking track could be used by the public when the facility is open. Commissioner Westergard stated his opposition for the Commission to “start setting programming times for facilities”. Commissioner Curtis suggested projecting lengthy documents in the future, as they would be costly to print. In response to Commissioner Wilson’s question, Mr. Moellendorf explained that the agreement was prepared by the Parks and Recreation Department (PRD) staff and BGC staff. He also explained that the Board of Supervisors had seen the document but had not approved it yet. Mr. Moellendorf also clarified that the City would have access to the facility between 6 a.m. and 2 p.m., and stated that the programming of the facility would be done by the City. In response to Commissioner Lehmann’s question, Mr. Moellendorf explained that the “outdoor facilities” consisted of a multi-purpose athletic field, an outdoor baseball field which would serve as a soccer field as well, and two tennis courts, which would be used during the weekends for after school activities. Commissioner Lehmann expressed concern about the summer usage of the outdoor areas, stating that usage after 9 p.m. would not allow holding tournaments.

(6:05:04) – Mr. Moellendorf suggested reviewing Exhibit B, which highlighted the MAC use by the BGC and the City. He explained that the total usage hours for BGC were 1,585 hours and the total usage hours for the City were 3,093 hours. In response to Commissioner Lehmann’s question, Mr. Moellendorf clarified that if nothing is scheduled during the summer weekends, then the City would have the first right to use the facility. Commissioner Lehmann also pointed out that the exhibit indicated a duplication of 195 hours and corrected the City usage hours to 2,859. Mr. Moellendorf concluded that the City would use the facility 66% of the time while the BGC would use it 34% of the time, however Commissioner Lehmann concluded that, with the correction, the split would be closer to 62% for the City and 38% for the BGC. Commissioner Curtis pointed out that the BGC’s usage was during “prime time, especially in the summer”. Mr. Moellendorf explained that BGC conducted a summer camp. He also indicated that traditionally the indoor facilities were not heavily used in the summer. In response to Vice Chairperson Walt’s question, Mr. Moellendorf stated that the City would conduct its summer camp in the Community Center, Mills Park, and the Pony Express Pavilion.

(6:09:27) – Mr. Moellendorf returned to Exhibit A, and reviewed the City’s use of the clubhouse and outdoor facilities. Commissioner Wilson suggested changing the outdoor access by the City from a 6 p.m. start time to a 5 p.m. start time, since most practices, such as soccer, would start around 5 or 5:30 p.m. Discussion ensued over Question 18 funds. Mr. Moellendorf explained that the Board of Supervisors would decide whether the Question 18 funds would be used for the MAC. Chairperson Lasco believed that the grant to BGC would be separate from the Exhibit C budget. Vice Chairperson Walt believed that “it seemed to be a consensus (by the Board of Supervisors) that no general fund be used to support this MAC”. Mr. Moellendorf stated he “respectfully disagreed” with Vice Chairperson Walt, adding that this type of facility would not cover 100% of its cost. Chairperson Lasco agreed that cost recovery should not be a mandate, and believed “we still have the responsibility to provide some of these services to people that cannot partake of them otherwise”. He then gave the example of the ice rink and opined that since the City owned that equipment now, those funds would be available to be applied to this facility. Commissioner Curtis stated that it was time to pay for something that tax-paying citizens could use. Commissioner Lehmann indicated he “could not support it if anything is coming out of the general fund”. Chairperson Lasco reminded the Commission that “there’s \$6 Million sitting, waiting to build a facility that has been earmarked”. Mr. Moellendorf noted that there was room for future expansion, should the City choose to do so. In response to Commissioner Curtis’ question, Mr. Moellendorf stated that the Commission could make recommendations on the Parks and Recreation Department budget and make recommendations to the Board of Supervisors. He also explained the timeline of the project which would begin with the approval of the Joint Use Agreement and the budget by the Board of Supervisors, the approval of the transaction of the land by the BGC and the Board of Supervisors, followed by the approval of the design of the facility. He hoped “to go to bid on the project in January or February of 2012”, and

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operating in the winter of 2012 or early spring of 2013. Vice Chairperson Walt suggested forgoing the Joint Use Agreement and asking the BGC to pay a fee for programmed use. Mr. Moellendorf called it “a distinct possibility”, but said that both entities had a need for the facility.

**(6:59:57) – Commissioner Walt moved to recommend to the Board of Supervisors a Joint Use Agreement, including an equitable percentage budget between Carson City and the Boys and Girls Club of Western Nevada, governing the use of the Multi-purpose Athletic Complex proposed to be built on BGC of Western Nevada property along Russel Way. Commissioner Curtis seconded the motion with an amendment stating that the agreement stipulates the walking path will be open for public use during all hours the facility is open.**

Commissioner Westergard inquired whether a clause prohibiting the BGC to sublet the facility was included in the agreement and was advised that it was not. Ms. Russom clarified that the agreement stated that if the BGC was not using the facility, use of the property automatically reverted to the City. Commissioner Smolenski received clarification that Exhibit C would not be included in the recommendation, however, Mr. Moellendorf indicated that they would recommend Option B. Vice Chairperson Walt rescinded her motion. Commissioner Lehmann restated his opposition to the use of the general fund, and wanted Question 18 funds to be used instead. Discussion ensued regarding \$120,000 of Question 18 funds being used for the MAC instead of allocating it to the BGC. Vice Chairperson Walt suggested “having this discussion with the BGC”. Commissioner Wilson stated she would “not vote for that until we determine whether or not the City is willing to dip into the general fund to help us fund this”.

**(7:14:01) – Commissioner Walt moved to recommend to the Parks and Recreation Staff to bring forward a Joint Use Agreement and a proposed budget agreed upon by the BGC at the next Parks and Recreation Commission meeting. The motion was seconded by Commissioner Smolenski. Commissioner Curtis requested an amendment stating that the agreement stipulates the walking path will be open for public use during all hours the facility is open, and was seconded by Commissioner Lehmann. Commissioner Wilson suggested hearing from the BGC “what they can live with”. Chairperson Lasco called for a vote on the amendment. The amendment carried 6-3 and was attached to the motion. Chairperson Lasco called for a vote on the motion with the amendment. Motion carried 8-1.**

Commissioners Curtis and Walt excused themselves to attend the National Night Out event.

#### **5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

**A. REPORT FROM SCHOOL BOARD LIAISON.** (8:15:25) – Commissioner Wilson updated the Commission on a new joint use agreement between the Carson City School District and the City regarding the park at Empire Elementary School. She explained that the school was in the process of being remodeled and that the playground area which had been given to the City to be used as a park would now be returned to the school.

**6. FUTURE AGENDA ITEMS.** (8:16:25) – Chairperson Lasco introduced the item and requested a report on the 2010 ice rink financials. Commissioner Curtis requested a Staff update on the progress of the dog park at Fuji Park.

**7. ACTION ON ADJOURNMENT** (8:17:20) – **Commissioner Smolenski moved to adjourn. The motion was seconded by Commissioner Adams. The meeting was adjourned at 8:18 p.m.**

The Minutes of the August 2<sup>nd</sup>, 2011 Parks and Recreation Commission meeting are so approved this 4<sup>th</sup> day of October, 2011.

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STEVE LASCO, Chair