

CARSON CITY PARKS AND RECREATION COMMISSION
Minutes of the July 2, 2013 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, July 2, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Sean Lehmann
Vice Chairperson Janice Brod
Commissioner Chuck Adams
Commissioner Joe Cacioppo
Commissioner Justin Colburn
Commissioner Lee-Ann Keever
Commissioner Brett Long
Commissioner John McKenna

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tina Russom, Deputy District Attorney
Vern Krahn, Park 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 (5:30:52) – Chairperson Lehmann called the meeting to order at 5:30 p.m.

ROLL CALL AND DETERMINATION OF QUORUM (5:31:05) – Roll was called; a quorum was present. Commissioner Curtis was absent.

CITIZEN COMMENTS (5:31:29) – Chairperson Lehmann entertained citizen comments. Greg Swift introduced himself and wished to receive an update and to place the disc golf site selection on the Commission's August agenda. He also encouraged all interested individuals to "take a look at the various sites" being considered. Chairperson Lehmann suggested visiting the USGS site during the Commission's parks tour in August. Mr. Moellendorf suggested visiting the preferred disc golf sites during the upcoming tour. Chairperson Lehmann advised placing the item for possible action on the September meeting's agenda.

1. ACTION ON APPROVAL OF MINUTES (5:34:20) – Chairperson Lehmann introduced the item. **Commissioner Keever moved to approve the minutes of the June 4, 2013 meeting. The motion was seconded by Commissioner Adams. Motion carried 8-0.**

2. MODIFICATIONS TO THE AGENDA (5:34:44) – Chairperson Lehmann noted that agenda item 4 would be addressed prior to agenda item 3.

3. STAFF UPDATES - DISCUSSION ONLY

A. UPDATE ON THE AT&T COMMUNICATION FACILITY AT LONE MOUNTAIN PARK. (7:19:59) – Chairperson Lehmann introduced the item. Mr. Krahn announced that the City was working with AT&T to build a cellular tower facility on Lone Mountain, above the Lone Mountain Cemetery. Mr. Krahn shared several photographs of the construction site, noting that Staff had worked with the contractor to make certain the road resembled a trail and to minimize the visual impact of the towers. Chairperson Lehmann received confirmation that this road would be part of the City's trail system. He also entertained public comments; however, none were forthcoming.

B. UPDATE ON THE JOHND WINTERS CENTENNIAL PARK UPPER SPORTS COMPLEX LAND & WATER CONSERVATION FUND (LWCF) GRANT. (7:24:42) – Chairperson Lehmann introduced the item. Mr. Krahn reviewed the agenda materials and stated that the Nevada State Parks, administrator of the Land and Water Conservation Fund Grant (LWCF) had notified Staff that a grant in the amount of \$75,750 had been awarded to the

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City for ADA access and site improvements for JohnD Winters Centennial Park. Mr. Krahn added that Staff time and Question 18 funds would be used as a match to add picnic tables, trees, and shade in addition to other improvements. Chairperson Lehmann entertained public comments; however, none were forthcoming.

C. UPDATE ON THE JOHND WINTERS CENTENNIAL PARK LOWER SPORTS COMPLEX SOUTHERN NEVADA PUBLIC LANDS MANAGEMENT ACT (SNPLMA). (7:27:48) – Chairperson Lehmann introduced the item. Mr. Krahn reported that they had not received a grant from the Southern Nevada Public Lands Management Act (SNPLMA) to be used for necessary improvements to the JohnD Winters Centennial Park Lower Sports Complex. He showed photographs, incorporated into the record, of the proposed improvements. Mr. Moellendorf believed that they were not awarded the grant due to the expensive nature of the project, and because a grant match had not yet been identified. Chairperson Lehmann read a comment sent by Commissioner Curtis who requested an update on Centennial and Fuji Parks stating the lack of progress made in both places regarding dog parks. She also noted that she had received complaints from the public about the dirt and dust at Fuji Park Dog Park. Mr. Moellendorf clarified that Staff was open to having a dog park at Centennial Park; however, it would have to be part of the Park's Master Plan. He also added that he had not received complaints about the dirt and the dust at the Fuji Park Dog Park since adding a sealant on the decomposed granite; however, he offered to check on the conditions. Chairperson Lehmann entertained public comments; however, none were forthcoming.

D. UPDATE ON THE MULTI-USE ATHLETIC CENTER PROJECT. (7:39:18) – Chairperson Lehmann introduced the item. Mr. Moellendorf stated that a design charrette had been conducted with the consultant's staff. He also offered to agendize the item for the September meeting, once Staff felt comfortable that the project design was within budget. The cost of building per square foot was discussed and Mr. Moellendorf noted that this cost was significantly higher in the area, in comparison to that of neighboring states. Discussion ensued regarding the budget and the agreement with Miles Construction. Chairperson Lehmann entertained public comments; however, none were forthcoming.

4. MEETING ITEMS

A. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS TO SUPPORT INCLUDING PARKS AND RECREATION COMPONENTS IN THE CARSON CITY DOWNTOWN 20/20 ACTION GROUP'S PLAN FOR DOWNTOWN REVITALIZATION. (5:35:08) – Chairperson Lehmann introduced the item. Linda Ritter introduced herself as a volunteer consultant to the Downtown 20/20 Action Group, and noted that various board and group members would be introducing themselves as they deliver a presentation, incorporated into the agenda materials. Gloria Dyla gave background and introduced the Group's vision. Dana Lee Freund, President of Downtown 20/20, described the Group's business activities and shared plans on growing existing businesses and attracting new ones. She also discussed upcoming activities and plans to showcase and promote downtown events. Doreen Mack, founder of Downtown 20/20 discussed community building activities and ideas on turning Carson City into a destination. Robert Webster shared downtown beautification ideas such as the creation of pocket parks and plazas, specifically designed to accommodate planned events. Chairperson Lehmann inquired about the complete closure of Carson Street and was informed that the Group wanted to start with "baby steps" and believed that the idea would be opposed. Ms. Freund invited everyone to become members of the Group and bring forth their ideas. Ms. Mack stated the importance of "right sizing" Carson Street prior to the completion of the freeway. Vice Chairperson Brod inquired about the removed fences on Carson Street and was informed by Ms. Mack that the presence of parked cars on Carson Street would indicate that "someone is home". Discussion ensued regarding pocket parks and their locations. Ms. Ritter affirmed their partnership with the schools. Mr. Krahn gave background on the Unified Pathways Master Plan (UPMP) noting that the Group's efforts would dovetail that plan. Chairperson Lehmann requested clarification on how the Group would incorporate parks and recreation elements in their plan to be accepted by the Board of Supervisors. Commissioner Colburn was informed that the Group could have started modifications to the "Main Street Parking Plan" this month. Commissioner Long inquired about the differences between the Master Plan and the Downtown 20/20 plan and Ms. Ritter noted that the Master Plan contained infrastructure information but not the Group's destination-oriented vision. Mr. Krahn clarified that the Master Plan had already been approved; therefore, the current discussion would address event and business-driven plans. Mr. Moellendorf noted that tonight's discussion would ensure that Parks and Recreation amenities were not left out of the implementation plans. Commissioner Cacioppo received confirmation that

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today's action would not have fees associated with it. Discussion ensued regarding raising funds and incorporating grants to accomplish the Group's goals. Chairperson Lehmann entertained public comments, and when none were forthcoming, a motion. **Commissioner Long moved to recommend to the Board of Supervisors to support including parks and recreation components in the Carson City Downtown 20/20 Action Group's plan for downtown revitalization. The motion was seconded by Vice Chairperson Brod. Motion carried 8-0.**

B. DISCUSSION ONLY REGARDING THE PROGRESS AND RIBBON-CUTTING CEREMONY FOR THE NEVADA STATELINE TO STATELINE BIKEWAY PROJECT AND THE SR 28 CORRIDOR MANAGEMENT PLAN. (6:28:32) – Chairperson Lehmann introduced the item. Ann Bollinger, Open Space Program Natural Resource Specialist, gave background and presented the agenda materials, incorporated into the record, and informed the Commission that the first mile of the Nevada Stateline to Stateline Bikeway was completed, and a ribbon-cutting ceremony was held on June 20, 2013. She noted that the construction cost of this segment alone was \$1.5 million, which was under budget. Ms. Bollinger also gave a status update on upcoming phases and informed the Commissioners that she would review their progress in future meetings. Commissioner Long inquired about the bus service to Sand Harbor and Ms. Bollinger agreed to find out and inform the Commission. Chairperson Lehmann entertained public comments; however, none were forthcoming.

C. Discussion only regarding the water line projects scheduled for Mills Park and Fuji Park. (6:36:52) – Chairperson Lehmann introduced the item. Jeff Sharp, Department of Public Works City Engineer, presented the agenda materials which are incorporated into the record. He updated the Commission on the Mills Park and Fuji Park Waterline Projects and provided anticipated completion dates. Mr. Sharp noted that the Fuji Park Project should consider improving the water system to extend its capacity, and take advantage of the opportunity to work with neighbors such as Douglas County, and connect with its water system. He also anticipated further improvements to the plan, calling it a work in progress, and stated he would return to a future meeting with an update. Discussion ensued regarding the waterline capabilities and the long term plans as it related to the new freeway construction. Mr. Sharp also agreed with Mr. Moellendorf that they were trying to minimize the route taken through Fuji Park. Discussion ensued regarding traffic control and patterns. Mr. Sharp also discussed the expense of the Mills Park Waterline Project and the alternate proposed route to ensure minimal disruption to the park. He anticipated construction to begin in spring, 2014. In response to a question by Commissioner Brod, Mr. Sharp noted that water was being brought from Douglas County due to water quality issues. Commissioner McKenna invited all interested individuals to attend a community group presentation, along with the Department of Public Works, on July 16, 2013 in the Bob Boldrick Theatre. Chairperson Lehmann entertained public comments; however, none were forthcoming.

D. DISCUSSION ONLY REGARDING ACTIVITIES AND PROGRAMS ASSOCIATED WITH "JULY PARKS AND RECREATION MONTH". (7:09:04) – Chairperson Lehmann introduced the item. Mr. Moellendorf presented the agenda materials in the form of a Staff Report, which is incorporated into the record, noting that Mayor Crowell would read a proclamation to the Board of Supervisors (BOS) during the July 3, 2013 BOS meeting. Mr. Moellendorf reviewed the activities calendar, incorporated into the record, celebrating "July is Parks and Recreation Month". He also clarified that that not all the activities taking place on Parks and Recreation properties were hosted by his department. Mitch Ames, Recreation Operations Manager, highlighted activities such as Le Cirque Vagabond, a free event on July 20, 2013 at 2 p.m., and discounted train rides in Mills Park. Chairperson Lehmann entertained public comments; however, none were forthcoming.

5. MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION. (7:50:43) – Chairperson Lehmann introduced the item. Commissioner Kever announced that a contest by Coca Cola would award \$100,000 to a park in the country, selected via voter participation. She shared the website and encouraged viewers to vote once-per-day. Commissioner Kever also stated that Shade Tree Council Chairperson Kyle Horvath and Tom Henderson from Healthy Trees would conduct a walking tour of Carson City's historic trees on July 18, 2013.

A. REPORT FROM SCHOOL BOARD LIAISON. (7:53:18) – Commissioner Cacioppo noted that the schools were working on addressing school safety, based on the recent tragedies.

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6. **FUTURE AGENDA ITEMS (7:54:22)** – Chairperson Lehmann introduced the item and reminded the Commission that a tour of the City’s parks was scheduled for August 6, 2013. Mr. Moellendorf noted that the tour participants would meet outside the Community Center at 5:30, adding that Staff would send out details prior to the tour.
7. **CITIZEN COMMENTS (7:55:06)** – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.
8. **ACTION ON ADJOURNMENT (7:55:16)** – Chairperson Lehmann entertained a motion to adjourn. **Vice Chairperson Brod moved to adjourn the meeting. The motion was seconded by Commissioner Cacioppo. The meeting was adjourned at 7:55 p.m.**

The minutes of the July 2, 2013 Parks and Recreation Commission meeting are so approved this 3rd day of September, 2013.

SEAN LEHMANN, Chair

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A tour of Carson City parks, trails, and recreation facilities by the Carson City Parks and Recreation Commission and Staff was scheduled for 5:30 p.m. on Tuesday, August 6, 2013, beginning in the West Parking Lot of the Carson City Community Center, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Sean Lehmann
Vice Chairperson Janice Brod
Commissioner Chuck Adams
Commissioner Joe Cacioppo
Commissioner Lee-Ann Keever
Commissioner Brett Long

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Scott Fahrenbruch, Director of Operations
Vern Krahn, Park Planner
Meagan Soracco, Recreation Operations Manager
Tamar Warren, Recording Secretary

NOTE: 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 – Chairperson Lehmann called the meeting to order at 5:35 p.m.

ROLL CALL AND DETERMINATION OF QUORUM – Roll was called; a quorum was present. Commissioners Colburn, Curtis, and McKenna were absent.

CITIZEN COMMENTS – Chairperson Lehmann entertained citizen comments; however, none were forthcoming.

1. MODIFICATIONS TO THE AGENDA – There were no modifications to the agenda.

2. MEETING ITEMS

A. TOUR OF PARKS, TRAILS, AND RECREATION FACILITIES, INCLUDING SIX POTENTIAL SITES FOR A FUTURE DISC GOLF COURSE. – The Commission toured the following properties:

1. Pony Express Pavilion at Mills Park, where programming and future plans were discusses.
2. Multi-Purpose Athletic Center (MAC) Project, where Mr. Moellendorf presented the Project site and gave a status update
3. Trail Reconstruction/Maintenance Projects between Saliman Road and College Parkway/Fairview Drive. Mr. Krahn discussed upcoming trail projects.
4. Possible Disc Golf sites located at:
 - A. Carson River Park (east side)
 - B. Open Space Cottonwoods at Deer Run Road Bridge, where Mr. Krahn distributed information regarding property restrictions.
 - C. Flint Drive Area (South of the Pony Express Airpark)
 - D. Goni Road Water Tank Area
 - E. Arrowhead Drive Area (West of Goni Road/Arrowhead Drive Intersection)
 - F. Western Nevada College (West of the College)

Throughout the tour, discussion ensued regarding potential disc golf sites; however, no action could be taken since the item was not agendized for possible action. Staff also included in the agenda packets a Disc Golf Course Site Selection Matrix with evaluation criteria, incorporated into the record, for a more objective site evaluation.

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3. **PUBLIC COMMENTS** – Chairperson Lehmann entertained public comments; however, none were forthcoming.
4. **ACTION ON ADJOURNMENT** – Chairperson Lehmann entertained a motion to adjourn. **Commissioner Long moved to adjourn the meeting. The motion was seconded by Commissioner Keever. The meeting was adjourned at 8:50 p.m.**

The minutes of the August 6, 2013 Parks and Recreation Commission meeting are so approved this 3rd day of September, 2013.

SEAN LEHMANN, Chair