

**PARKS AND RECREATION COMMISSION
STAFF REPORT**

MEETING DATE: July 7, 2015

AGENDA ITEM NUMBER: 3A

APPLICANT: Donna Curtis, Parks and Recreation Commissioner

REQUEST: For Possible Action: To accept a report from Commissioner Curtis given to the Board of Supervisors on Thursday, June 18, 2015 regarding her presentation of the commission's discussion and actions on their review of the Carson City Parks and Recreation Master Plan. (Donna Curtis)

GENERAL DISCUSSION:

On June 18, 2015, Commissioner Curtis presented a report (as prepared by staff) on the Commission's Review of the Parks and Recreation Master Plan. The report went very well and there were several questions from the Board of Supervisors as well as some direction (as indicated in italics on the attached outline, prepared by Commissioner Curtis for her presentation.)

Commissioner Curtis also had several personal comments which are shown by underscoring the letter "I" in the attached outline. If any of these comments do not seem to reflect the opinions of the Commission, please feel free to express this at our meeting.

This agenda item is listed for possible action, should the Commission wish to make any Future Agenda Items from the comments made on the attached report.

Thank you to the Commission for allowing me to represent you.

RECOMMENDED ACTION: Move to accept a report from Commissioner Curtis given to the Board of Supervisors on Thursday, June 18, 2015 regarding her presentation of the commission's discussion and actions on their review of the Carson City Parks and Recreation Master Plan. (Donna Curtis)

June 16, 2009

To Commissioners

From Donna Curtis

Subject: Information on Parks Master Plan Implementation Measures Reports

Please find attached a list of the Implementation Strategies taken from the Master Plan. The good news is there are only 70 of them. The bad news is there are 70 of them. I urge all of us to read the Master Plan, particularly the sections where your lists of Implementation Strategies occur.

Please note in the list of 70, some are actually bullets under a main heading such as number 37. Numbers 38-47 fall under that. Number 25 is the same way. So the group having this number may seem to have more items but they are actually one major topic. Thus the division between the 3 committees is not totally even.

As you go through the strategies it is suggested you might want to use the following guidelines:

1. Strategy is not relevant:
 1. It has been accomplished (explain, give a timeframe, if not self evident).
 2. Due to economic considerations, we don't see how this will ever be feasible in the foreseeable (20 year) future so amend the Master Plan to delete it.
 3. Other reasons, maybe some other agency should do it.
2. Strategy is relevant:
 1. Needs to be done in (time frame and priority).
 2. Needs to be altered somewhat but otherwise is still valid. (Explain how it should be altered).
 3. Needs to be adopted as a policy.
 4. Need to amend the Master Plan to add:

Vern had a matrix of important , not important neighborhood park assessment. I forget why we had this but if we think it's still useful, need to attach it and explain it.

Also attached is a copy of the DA's advice on subcommittee's under the Open Meeting Law. It is suggested that you plan at least a week in advance as to where you want to meet and then give yourselves 4 business days to post before you meet. If you give Stella the title, place, time and a contact number, she can post the meetings. If you want to use a meeting room such as the Bonanza Room at the Community Center please contact Gail Schroeder at: _____

Here are the 3 committees again. I suggest the first person who volunteered and is named, be the chair. But whomever you want. If you have any questions, please let me know. I can be reached at 884-3037 or at donnajcurtis@sbcglobal.net. **Staff said they would also be available if you need some help. Yes?**

It is suggested you see if you can submit a draft report at least one week before the meeting you are scheduled to present it at. Again, if you want any input on what you come up with prior to finishing the report, let us know.

The three committees and assigned Implementation Strategies are:

September 2009 Meeting Items 1-24

Jim Smolinski Steve Lasco and Donna Curtis

October 2009 Meeting items 25-47

Sean Leaman Todd Westergard Molly Walt and Lynette Conrad

November Meeting items 48-70

Chuck Adams, Pete Livermore and Tom Keeton



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MEMORANDUM

TO: Parks and Recreation Department

FROM: Lee Plemel, Director

DATE: June 29, 2015

SUBJECT: Comprehensive Master Plan related to proposed downtown improvements

This memo is to address and clarify issues raised by Parks and Recreation Commissioner Donna Curtis regarding proposed downtown improvement plans and the relationship of those plans to the adopted Comprehensive Master Plan (hereinafter “Master Plan”). Following are Commissioner Curtis’s comments followed by my response and comments.

Comment: The Comprehensive Master Plan designates a number of “Activity Centers”, “Parklets”, and Park lands for the downtown (“Envision Downtown”), and the rest of the City. It is not certain as these plans approach 30% completion how much, if any of these activity centers or parks are in these plans.

Response: The Master Plan identifies Activity Centers—including the downtown area—but does not identify any specific “parklets” or other park locations within the downtown area. Activity Centers as identified in the Master Plan are not specific sites but describe general areas. Master Plan Guiding Principle 7 (Compact Mixed-Use Activity Centers) refers to Guiding Principle 8 (A Vibrant Downtown Center for the Community) for the downtown Activity Center policies. Policy 8.1c is to “create a more pedestrian-friendly environment in Downtown.” The proposed project is implementing this policy. The graphics included in the Master Plan show concepts of how public spaces could be incorporated into future designs. The graphics were never intended to establish specific locations for plazas or other amenities. A Master Plan is a policy document and not a “plan” for construction of specific improvements. The graphics only showed possible improvements to Carson Street between Musser Street and William Street and were not intended to limit improvements only to that area or to specify where certain improvements would be constructed. The area shown was selected as an example, within Master Plan process budget limitations. Approval of the Master Plan by the Board of Supervisors did not constitute approval to construct any improvements.

Policy 8.1d (Public Spaces/Recreational Amenities) states:

The incorporation of public gathering spaces, such as outdoor plazas, pocket parks, and other amenities, including landscaping, is encouraged to enhance the pedestrian environment within Downtown, to create opportunities for outdoor concerts and events, and to create passive recreational opportunities for Downtown residents.

The currently proposed downtown project helps implement this goal. There are no policies more specific than this regarding the ultimate location or design of improvements to implement the policy. I do not believe the Parks Master Plan identifies any specific parks within the downtown area, either.

Comment: We have been told there are twice as many trees as there is in the Comprehensive Plan for the Downtown. But trees are not the same as having areas where people can engage in various activities.

Response: I do not know where the tree comparison to the graphics in the Master Plan comes from but, again, the Master Plan graphics were merely intended to show possibilities for how the downtown could be transformed into a more pedestrian-friendly environment. Areas for people to engage in various activities are being provided in the proposed design.

Comment: It remains to be uncertain how activity centers and/or parklets would be financed but should they be overlooked?

Response: The implementation of Activity Center policies in the Master Plan are intended to be accomplished through zoning requirements as development occurs. Activity Center policies refer to much more than just public spaces. As it relates to the downtown, public spaces are clearly not being overlooked in the proposed design. A plaza and general public space along Carson Street and Curry Street will be constructed within the budget that has currently been identified. Future improvements are not being “overlooked” just because they are not included right now. A Master Plan is a long-range plan that gets implemented over a period of time, not all at once.

Comment: It's been over five years since the Parks Commission has reviewed the Comprehensive Master Plan. State NRS requires extensive work to change general plans. Is overlooking the park areas in fact an amendment to the General Plan?

Response: The Planning Commission reviews and makes recommendations to the Board of Supervisors annually regarding the Master Plan. The Planning Commission has not recommended revising the 2006 Master Plan, thus far. Whether or not the Parks and Recreation Commission wishes to review the Master Plan and make recommendations to the Planning Commission is up to the Parks and Recreation Commission and Parks and Recreation staff.

As stated previously, not constructing any specific park area at this time, whether or not the Master Plan identifies them, does not constitute nor warrant an amendment to the Master Plan. The Master Plan is a long-range policy document. If we, as a City, are still interested in creating “public gathering spaces, such as outdoor plazas, pocket parks, and other amenities” in the downtown to create a more pedestrian-friendly environment, it is my opinion that we should not amend the Master Plan and leave these policies in place.

I believe we are very fortunate have the funding to be able to provide the level of Master Plan implementation that is being proposed at this time with the downtown improvements. As currently written, the Master Plan gives the City policy guidance to continue to seek opportunities to improve public spaces within the downtown as well as other areas of the City.

Please feel free to share this information with any members of the Parks and Recreation Commission or others to clarify issues regarding the Master Plan and the proposed downtown improvements.