

# CARSON CITY PARKS AND RECREATION COMMISSION

## Minutes of the April 6, 2004 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, April 6, 2004 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Tom Keeton  
Vice Chairperson Donna DePauw  
Donna Curtis  
John Felesina  
Michael Hoffman  
Pete Livermore  
John McKenna  
Thomas Patton

**STAFF:** Scott Fahrenbruch, Acting Parks and Recreation Director  
Vern Krahn, Park Planner  
Barbara Singer, Recreation Superintendent  
Kathleen King, Recording Secretary

**NOTE:** A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review during regular business hours.

**CALL TO ORDER AND ROLL CALL (1-0007)** - Chairperson Keeton called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Commissioner Herst was absent. Commissioner McKenna arrived at 5:34 p.m.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0012)** - None.

**1. ACTION ON APPROVAL OF MINUTES - March 2, 2004 (1-0021)** - Vice Chairperson DePauw moved to approve the minutes. Commissioner Hoffman seconded the motion. Motion carried 7-0.

**2. CHANGES TO THE AGENDA (1-0031)** - None.

**3. AGENDA ITEMS:**

**3-A. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE MEMORANDUM OF UNDERSTANDING CONCERNING THE CAPITAL TO CAPITAL REGIONAL TRAIL (1-0033)** - Mr. Krahn introduced John Ramirez, Administrator of the Placer County Parks and Grounds Division, and reviewed the staff report. Mr. Ramirez provided an overview of the Capital to Capital Regional Trail project, and narrated a PowerPoint presentation. He responded to questions regarding grant funding sources, as outlined in the Commitments and Responsibilities section of the Memorandum of Understanding ("MOU"). In response to a further question, he explained that the MOU establishes a framework for cooperation over a five-year term. He acknowledged that design of the trail from Lake Tahoe to Carson City will be done locally. Commissioner Livermore reiterated his

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opposition to eliminating motorized vehicle access from the Kings Canyon to Spooner Summit route. In response to a question, Mr. Ramirez advised that the MOU provides for each local entity to decide on the types of uses allowed. He responded to additional questions regarding the Summary of Entities included in the MOU, and background information on Placer County's role as the lead agency on the project.

Mr. Krahn acknowledged that some funding for the project will eventually be required of the City. He explained the process for developing a proposed route and associated cost estimates. In response to a further question, he advised that determination of the route was not necessary for purposes of the MOU. He advised that the Kings Canyon route is maintained by the U.S. Forest Service ("USFS"), and that public meetings regarding the Capital to Capital Trail route will be held prior to committing to any plan. In response to a question, Mr. Ramirez advised of several meetings with USFS representatives who have expressed interest in participating in the project. No route has yet been specified. Commissioner Livermore suggested considering the Clear Creek route as an alternative connection which may present less of a conflict than the Kings Canyon route. In response to a further question, Mr. Ramirez discussed the potential support from Washington D.C. with regard to funding a trail in this area.

Mr. Fahrenbruch expressed the opinion that it would be in Carson City's best interests to become involved in the MOU at this time. He noted that no funding was presently being committed, but that participation in the MOU would provide the opportunity for City staff to be involved in the design phase of the project. In response to a question, Mr. Ramirez advised that the intent is for the project to be locally driven. Commissioner Patton expressed support for starting on the project as soon as possible. **Commissioner Hoffman moved to recommend to the Board of Supervisors to approve the Memorandum of Understanding concerning the Capital to Capital Regional Trail. Commissioner Curtis seconded the motion. Motion carried 8-0.** Chairperson Keeton thanked Mr. Ramirez for his presentation.

**3-B. ACTION TO RECOMMEND TO THE CARSON CITY PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO APPROVE THE CARSON CITY SCHOOL DISTRICT'S REQUEST TO PLACE AN ADDITIONAL PORTABLE CLASSROOM BUILDING ON PARK PROPERTY ADJACENT TO EMPIRE ELEMENTARY SCHOOL (1-0638)** - Mr. Krahn welcomed Carson City School District Director of Operations Mike Mitchell, and reviewed the staff report and attachments. Mr. Mitchell provided background information on the request, and advised that neither the Empire zone nor Empire Elementary School had increased in population over the past year. The purpose for the additional portable building is to provide a small multi-purpose room and restrooms for the teachers and students. Mr. Mitchell advised that the restrooms will not create additional water use; the portable building will simply save time and increase efficiency. He described the proposed location for the portable building, and expressed appreciation for the City's willingness to allow the School District to add portable buildings to the property.

In response to a question, Mr. Mitchell advised that the portable building will be located on City property adjacent to School District property. Commissioner Livermore provided background information on the property upon which the portable building will be located. Mr. Fahrenbruch advised that the subject property has no parks and recreation value, there are no plans to extend Park Terrace Park to the east, Empire Elementary School "has been a great neighbor," and the joint use partnership has been beneficial.

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**Commissioner Livermore moved to recommend to the Carson City Planning Commission and the Board of Supervisors to approve the Carson City School District request to place an additional portable classroom building on park property adjacent to Empire Elementary School. Vice Chairperson DePauw seconded the motion. Motion carried 8-0.** Chairperson Keeton thanked Mr. Mitchell who, in turn, thanked the Commissioners and staff.

**3-C. ACTION TO APPROVE A SPECIAL EVENT REQUEST BY “XTREME” PRODUCTIONS TO BRING THEIR ACROBATIC STUNT SHOW ENTITLED “XTREME AIR” TO THE CARSON CITY FAIRGROUNDS IN JUNE 2004 (1-0771)** - Mr. Fahrenbruch reviewed the staff report, and advised that the proposed date had been defined as June 18<sup>th</sup>. He introduced Shawn Goodner, who distributed and reviewed information on the Xtreme Air show. In response to a question, Mr. Goodner advised that the event will take place inside the Rodeo Arena at the Fairgrounds. Mr. Fahrenbruch advised that the sound will be monitored, and that the promoters will be subject to the criteria required for any other special event.

In response to a question, Mr. Goodner advised that Xtreme Productions originated in Southern California and is now a Nevada company. In response to additional questions, Mr. Goodner advised that Xtreme Productions has never been sued, the performers have never sustained any major injuries, there has never been an accident involving property or spectators, and irresponsible spectator participation has never been advocated. In response to a further question, Mr. Fahrenbruch advised that the City’s Risk Manager does not typically review every special event. Other than the possibility of extra bleachers, the City will not be providing equipment for the event. Commissioner Patton expressed concerns with regard to use of City property, potential injury to a spectator, and an indemnification and hold harmless clause. Mr. Fahrenbruch explained that the Carson City District Attorney requires a minimum \$1 million liability insurance policy naming the City as an additional insured in lieu of hold harmless agreements. He clarified that the event had not been officially approved prior to review by the Commission and, therefore, details such as crowd control, etc. had not yet been determined. He agreed to request the District Attorney’s staff to review the details in that the event is non-typical.

Mr. Goodner advised that the insurance includes a combined \$10 million liability policy. A hold harmless agreement is included in every standard contract executed between Xtreme Productions and the cities in which it holds events. Mr. Goodner advised that there has never been a problem with Xtreme Productions’ insurance covering any of the situations discussed by Commissioner Patton. Commissioner Patton acknowledged the obvious success of the Xtreme Air show, and agreed with the approach of adding the City as an additional named insured on the policy. He advised that his concerns were alleviated with staff’s assurances that the event would be reviewed by the District Attorney’s staff. Commissioner Livermore suggested additionally requesting the Risk Manager to review the event. He expressed the hope that the event will be successful in Carson City and that it may contribute someday to the return of a county fair.

Mr. Goodner responded to additional questions regarding the number of performances, ticket prices, and integration of concessions. **Commissioner Patton moved to approve the Xtreme Productions request to bring a special event for their acrobatic stunt show to the Carson City Fairgrounds in June 2004 with the requirement that the matter be reviewed and approved by the District Attorney’s office, and**

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**Xtreme Productions' compliance with insurance and whatever other requirements the District Attorney's office deems appropriate. Commissioner Felesina seconded the motion. Motion carried 8-0.**

Mr. Goodner distributed Xtreme Productions promotional materials to the Commissioners and staff. He introduced Jeff Sohler, a performer in the Xtreme Air show, and responded to questions regarding the origin of Xtreme Productions and the Xtreme Air show.

**3-D. ACTION TO SUPPORT A CAPITAL IMPROVEMENT PROJECT FUNDING REQUEST FOR FISCAL YEAR 2004-05 TO ENTER INTO A PARTNERSHIP WITH MONTANA COMMUNITY DEVELOPMENT CORP., A NON-PROFIT ORGANIZATION, TO APPLY FOR A WOOD IN TRANSPORTATION PROJECT, A U.S. FOREST SERVICE GRANT, FOR A PEDESTRIAN BRIDGE APPROXIMATELY 10 FEET WIDE AND 40 FEET LONG TO BE LOCATED IN LONG RANCH PARK'S NATURAL AREA (1-1120)** - Mr. Fahrenbruch advised that, following a meeting with City Manager Linda Ritter, staff agreed to remove this item from the Capital Improvements Project funding list. Funding for the project will be allocated from another source and includes grant funding. Mr. Krahn introduced Keith Shaffer, of Peak Consulting Engineers, and reviewed the staff report and attachments.

Mr. Shaffer provided background information on his involvement in this project, and on the Wood in Transportation grant funding program. In response to a question, he advised that design requirements for the bridge will accommodate emergency vehicles. Commissioner Livermore expressed opposition to allocating public funding for a demonstration project which is not necessary to the community. Commissioner McKenna expressed concerns over future maintenance costs. Mr. Fahrenbruch agreed with the funding concerns. He advised that the original design of Long Ranch Park included a bridge; however, as staff and the consultants began to consider it, complications were identified in constructing a bridge across a storm drainage waterway and the developer was accusing staff of "gold plating" the park design. He reiterated his agreement with the funding concerns, but noted that the project represents an opportunity to fund a feature of the park which was included in the original design.

Commissioner Patton agreed with the funding concerns, and advised that the cost of the bridge worked out to approximately \$200 per square foot for a 400-square-foot bridge. Mr. Krahn advised that the linear park system includes a core-ten steel bridge which cost approximately \$70,000 to construct, not including engineering or management fees. He advised that, from a cost perspective, the estimate is comparable to similar pedestrian bridge projects done in the past. Commissioner Patton suggested there may be more economical ways to construct a bridge. In response to a question, Mr. Shaffer advised that modern timber bridges do not have to be maintained. They are preservative pressure treated at a level which would provide a 75-year life without water sealing. Chairperson Keeton suggested the possibility of another location where the bridge would receive more use and serve a real purpose. Mr. Krahn reviewed other locations considered, including the Mexican Ditch, the Carson-Tahoe Regional Medical Center, and the Moffat Open Space Property, and discussed the reasons for selecting the Long Ranch Park site. Chairperson Keeton expressed the opinion that the bridge would be more appropriate in another location. Commissioner McKenna expressed appreciation for the creative idea.

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Mr. Shaffer expressed appreciation for the concerns discussed and agreed with being responsible with public funds. He acknowledged that bridges are costly, but explained that the project represented an opportunity for the City. He discussed the importance of aesthetics in a community. Commissioner Livermore clarified earlier comments in that he was not opposed to the bridge itself but to expending public funds to construct it. He encouraged Mr. Shaffer and City staff to research other funding sources, and agreed with Commissioner McKenna's comments regarding the need for creative ideas. Chairperson Keeton thanked Mr. Shaffer for his presentation.

#### 4. NON-ACTION ITEMS:

**STATUS REPORT ON QUESTION #18, RESIDENTIAL CONSTRUCTION TAX AND CAPITAL IMPROVEMENT PROJECTS (1-1706)** - Mr. Fahrenbruch advised that the Governor's Field irrigation and the Mills Park Highway 50 Parking Lot projects will be submitted to the Board of Supervisors for final approval and payment.

**STATUS REPORT ON THE PARKS AND RECREATION ELEMENT TO THE MASTER PLAN (1-1713)** - Mr. Krahn advised that the scope of work is running a little behind schedule due to health problems being experienced by Jeff Winston. He anticipates receiving a draft scope of work for review by the volunteer working groups by Friday, April 9<sup>th</sup>. He advised of a May 18<sup>th</sup> joint meeting scheduled between this Commission and the Planning Commission. In response to a question, Mr. Krahn advised that the scope of work will include the comprehensive master plan and the parks and recreation master plan element. He referred the Commissioners to the newspaper articles included in the agenda materials.

**STATUS REPORT ON STATEWIDE BALLOT QUESTION #1 PROGRAM, GRANT APPLICATIONS, AND PROJECTS** - None.

**STATUS REPORTS AND COMMENTS FROM STAFF (1-1806)** - Mr. Fahrenbruch anticipates being able to provide a report on the park ranger position at the next Commission meeting. He provided an overview of issues discussed with Sheriff's Office staff and City Manager Linda Ritter, including insurance requirements, position criteria, etc. He advised that the current park ranger retired effective April 2<sup>nd</sup>. Commissioner Livermore expressed an interest in agendizing discussion of the park ranger position. Mr. Fahrenbruch advised that he would be agendizing a status report and project time table on Quality of Life Projects.

Ms. Singer advised of having recently participated in media training, learning to write communication plans. She advised that the next edition of *Discover Us* will be published April 27<sup>th</sup>, that Fremont School is in its third week of spring break which has resulted in an increase of 20 children in the youth programs, that spring break for the traditional schools begins Monday, April 12<sup>th</sup> and 81 students are enrolled in the youth programs. She advised that she would distribute copies of the *Discover Us* publication at the first Commission meeting in May. She further advised that registration for spring volleyball is complete, the practice schedules have been distributed, and the league starts on April 12<sup>th</sup>. The men's basketball season is complete, and championship games are scheduled for tonight and tomorrow night at Carson Middle School. Softball registration continues through Friday, April 9<sup>th</sup> and practice schedules are available. The

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swimming pool is “busy as usual.” Chairperson Keeton thanked Ms. Singer for her report.

**STATUS REPORTS AND COMMENTS FROM COMMISSIONERS (1-1991)** - Commissioner Livermore advised of having attended a recent WNCC fund raiser. He anticipates that the WNCC baseball and women’s soccer tournaments will present entertainment and recreation opportunities for the community. He commended WNCC representatives on a successful fund raising event. In response to a question, Mr. Fahrenbruch advised that the regular Commission meeting will go forward on April 20<sup>th</sup>. The City Manager will present the City’s overall budget to the Board of Supervisors on April 26<sup>th</sup>. Parks staff will post a possible quorum of the Commission for the appeals hearing scheduled April 27<sup>th</sup>. Mr. Fahrenbruch acknowledged that he would let the Commissioners know as soon as possible whether their attendance will be necessary at the April 27<sup>th</sup> meeting. He requested the Commissioners to plan on attending the April 27<sup>th</sup> meeting. Commissioner Livermore provided background information on the new budget process.

**FUTURE AGENDA ITEMS FROM COMMISSIONERS (1-2128)** - Vice Chairperson DePauw requested staff to agendize removal of the “minor” seat from the Commission’s membership.

**5. ACTION ON ADJOURNMENT (1-2163)** - Vice Chairperson DePauw moved to adjourn the meeting at 7:29 p.m. The motion was seconded and carried 8-0.

The Minutes of the April 6, 2004 meeting of the Carson City Parks and Recreation Commission are so approved this 4<sup>th</sup> day of May, 2004.

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THOMAS N. KEETON, Chair